



BOARD OF KLICKITAT COUNTY COMMISSIONERS

Meeting Minutes of:
Tuesday, February 20, 2024

Morning Workshop Session

The Board of Klickitat County Commissioners met in regular session on February 20, 2024 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 Lori Zoller, Commissioner Dan Christopher and Commissioner Jacob Anderson were present, opening with the Pledge of Allegiance.

Approval of Agenda

- **Approved (M/Anderson, S/Christopher. Passed unanimously):** The Business Agenda was approved and amended as follows: *one (1) add-on being an update of the Columbia Gorge Regional Airport from Airport Manager Jeff Renard at 9:30 AM.*

Public Comments

- Greg Wagner, public outreach
- Jenne, public outreach
- Tracy McKune, public outreach, Commissioners agenda
- Sheri Bousquet, Commissioner held Town Hall
- Becky Miles, Thursday workshop
- Charles Gadway, Snowden Rezone appeal

Consent Agenda

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

Commissioners

1. Appointment letters and **Resolution No. 02924** in the matter of reappointing members, Brad Cameron, Jason Blaine and Dan Lee to the Open Space Advisory Committee.
2. **(C03024)** Columbia Gorge Regional Airport, City of The Dalles, Oregon and Klickitat County, WA DBE Program & Goal Development policy requirements for Federal funding.

Economic Development

3. Independent Contractor Agreement **(C02224)** between Alder Creek Pioneer Association and Klickitat County (Economic Development Department) for the

purpose of promoting tourism in Klickitat County; after reviewing the proposals submitted, the Alder Creek Pioneer Association will conduct tourism promotion activities specified in the Scope of Work; the proposed agreement is a cost-reimbursement type contract with a not to exceed a budget of \$3,900. The start date of the agreement is January 1, 2024, to December 31, 2024.

4. Independent Contractor Agreement (**C02324**) between Columbia Gorge Chapter of ABATE of Washington and Klickitat County (Economic Development Department) for the purpose of promoting tourism in Klickitat County; after reviewing the proposals submitted, the Columbia Gorge Chapter of ABATE of Washington will conduct tourism promotion activities specified in the Scope of Work; the proposed agreement is a cost-reimbursement type contract with a not to exceed a budget of \$6,662.00. The start date of the agreement is January 1, 2024, to December 31, 2024.
5. Independent Contractor Agreement (**C02424**) between the Greater Goldendale Area Chamber of Commerce and Klickitat County (Economic Development Department) for the purpose of promoting tourism in Klickitat County; after reviewing the proposals submitted, the Greater Goldendale Area Chamber of Commerce will conduct tourism promotion activities specified in the Scope of Work; the proposed agreement is a cost-reimbursement type contract with a not to exceed a budget of \$58,324.00. The start date of the agreement is January 1, 2024, to December 31, 2024.
6. Independent Contractor Agreement (**C02524**) between the Mt. Adams Chamber of Commerce and Klickitat County (Economic Development Department) for the purpose of promoting tourism in Klickitat County; after reviewing the proposals submitted, the Mt. Adams Chamber of Commerce will conduct tourism promotion activities specified in the Scope of Work; the proposed agreement is a cost-reimbursement type contract with a not to exceed a budget of \$60,995. The start date of the agreement is January 1, 2024, to December 31, 2024.
7. Independent Contractor Agreement (**C02624**) between Klickitat County Fair Board and Klickitat County (Economic Development Department) for the purpose of promoting tourism in Klickitat County; after reviewing the proposals submitted, the Klickitat County Fair Board will conduct tourism promotion activities specified in the Scope of Work; the proposed agreement is a cost-reimbursement type contract with a not to exceed a budget of \$3,000. The start date of the agreement is January 1, 2024, to December 31, 2024.
8. Independent Contractor Agreement (**C02724**) between Glenwood Rodeo Association and Klickitat County (Economic Development Department) for the purpose of promoting tourism in Klickitat County; after reviewing the proposals submitted, the Glenwood Rodeo Association will conduct tourism promotion activities specified in the Scope of Work; the proposed agreement is a cost-reimbursement type contract with a not to exceed a budget of \$3,000. The start date of the agreement is January 1, 2024, to December 31, 2024.

Informational Technology

9. Service Order Agreement (**C02824**) between Klickitat County Informational Technology and Astound Business Solutions for the purpose of reconfiguring the

County's wide area network to create a redundant internet access scheme for the Klickitat County Goldendale Campus.

Public Works

10. Waiver of fees and Fairgrounds Licensing Agreement between Klickitat County and American Legion Post #116 for use of the Fairgrounds March 30th, 2024 for the Annual Community Easter Egg Hunt.
11. Small Works Contract (**C02924**) between Prime Interiors and Klickitat County Public Works for the Klickitat County Superior Court Remodel. Prime Interiors was the lowest valid responsive bidder with a bid amount of \$212,591.85.

Payroll Warrant Certification and Payment Approvals

- **Approved Warrants (M/Christopher, S/Anderson. Passed unanimously):** Accounts Payable Warrants in the amount of \$443,085.40 and Payroll/Benefit Warrants in the amount of \$0 for the date ending February 20, 2024.

9:30 AM Department Update/Planning Department

Attendance: Ron Ihrig, Amanda Holtman Kitchings, Building Director Lynn Ward, Building Department Accounting Administrator Cindy McHargue, Emergency Management Director Jeff King, CGRA Manager Jeff Renard and various County elected officials, employees, and members of the public present in person and via Zoom

Interim Director Lori Anderson provided a staff update on:

- Planning Commission, Request for Proposals, Wilson Monroe Rezone, Rummel Lambert Conditional Use Permit, Port of Klickitat, SEPA Training, James Dean Aggregate Resource Overlay, Smith RV Park and pending projects.

9:39 AM Columbia Regional Airport Presentation

Airport Manager Jeff Renard updated the Board on applying for a Connect Oregon Grant. Manager Reynard proposed a 50/50-dollar match loan between Klickitat County and the City of The Dalles in the amount of \$180,000 and inquired about KCPEDA approval for the use of .09 dollars. Chairman Zoller called a Special KCPEDA meeting for Thursday, February 20th, 2024 at 6:00 PM to discuss the loan and the possible use of .09 Funds.

10:02 AM Department Update/Building Department

Attendance: Ron Ihrig, Amanda Holtman Kitchings, Emergency Management Jeff King, and various County elected officials, employees, and members of the public present in person and via Zoom

Director Lyn Ward provided a staff update on:

- The process for the revision and approval of Title 15 and Title 16

10:28 AM Department Update/Public Works/ Road Department Update

Attendance: Ron Ihrig, Amanda Holtman Kitchings, Sheriff Bob Songer, Undersheriff Carmen Knopes, Jail Deputy Loren Culp, Civil Deputy Karen Eilings, Fiscal Services Manager Jenn Neil, Emergency Management Director Jeff King and various County elected officials, employees, and members of the public present in person and via Zoom.

Public Works Director Jeff Hunter provided a Staff update on:

- Consent Agenda items, Pay Estimates, Public Hearings, Construction Program and Road Design, West and East end maintenance projects, upcoming facilities work, events, other issues and follow ups.

Pay Estimates

Motion (M/Christopher, S/Anderson. Passed unanimously): Approval of Pay Estimate Final Pay Estimate for the Curve Warning Signs & Guideposts, CRP 371 in the amount of \$30,355.66.

Department Update/Sheriff Department

Attendance: Ron Ihrig, Amanda Holtman Kitchings, Sheriff Bob Songer, Undersheriff Carmen Knopes, Jail Deputy Loren Culp, Civil Deputy Karen Eilings, Fiscal Manager Jenn Neil, Emergency Management Director Jeff King and various County elected officials, employees, and members of the public present in person and via Zoom.

Sheriff Bob Songer provided a staff update on:

- Calls for Service and Press Releases

Undersheriff Knopes provided a staff update on:

- Calls from January through February, Osprey training, firearm training and purchases.

Chief Jail Deputy Loren Culp provided a staff update on:

- Inmate status, Employees and vacant positions, Request for Proposals, Equipment, Inmate mail received and Liam Connect mail program.

Chief Civil Deputy provided a staff update on:

- Budget, Civil Division, Sex Offenders, Range-Timber Program, Body-worn Camera Program, K-9 Program, Marine Program, the Posse Program and the dog shelter status.

11:29 AM Adjournment for Lunch

- **Motion (M/Commissioner, S/Anderson. Passed unanimously).** To recess for lunch at 11:29 AM.

The Board of Klickitat County Commissioners Business Meeting reconvened at 1:00 PM, all three Commissioners were present.

1:00 PM Bid Opening

Public Works Bid Opening for 2024 Annual Striping Program RN642-24. Commissioner Anderson opened 3 Bid Openings from the following Entity's:

- | | |
|--------------------------------------|--|
| 1. Hicks Striping and Curbing, LLC | Alternate 1 \$614,612.10
Alternate 2 \$484,086.10 |
| 2. Stripe Rite, Inc | Alternate 1 \$411,765.00
Alternate 2 \$327,369.00 |
| 3. Specialized Pavement Marking, LLC | Alternate 1 \$521,746.00
Alternate 2 \$441,798.00 |

- **Motion (M/Anderson, S/Christopher. Passed unanimously)** To remand the bids back to Public Works for a final decision.

1:05 PM Public Hearings

Director Hunter presented the continuance of the Public Hearing for Title 12 Road Standards

- **Motion (M/Anderson, S/Christopher. Passed unanimously)** to approve the Title 12 Road Standards as presented

1:10 PM New Business

Commissioner Anderson gave a Washington State Legislative update.

1:25 PM Unfinished Business:

The Board had a discussion on the Civil Services Board vacant position. The Board agreed to hold over the appointment for one more week.

Miscellaneous Reports/Comments

The Board had a discussion of SEPA procedures.

Human Resources and Administrative Services Director Robb Van Cleave requested and received verbal approval to have a closed session for 10 minutes to discuss Collective Bargaining.

1:36 PM Executive Session-Closed Session/Director Robb Van Cleave

Chairman Zoller announced the Board will be going into Closed Session in accordance with RCW 42.30.110(1)(g) to review the performance, discipline, and/or qualifications of a public employee or a “closed session” to discuss collective bargaining proposals/negotiations, grievance, mediation, and/or arbitration proceedings all associated with collective bargaining in accordance with RCW 42.30.140(4). Issues of a “general” nature will be discussed in open session. It was announced that the closed session will be 10 minutes, starting at 1:36 PM and ending at 1:46 PM.

1:46 PM Meeting Resumed

The Board reconvened the regular meeting and had a discussion on process.

4:11 PM Meeting Adjourned

- **Approved (M/Anderson, S/Christopher. Passed unanimously):** There being no further business before the Board. There will be a workshop on Thursday, February 22, 2024.

Thursday, February 22, 2024

WORKSHOP

9:00 AM Klickitat Mill Site/Integrated Grant-

Attendance: All 3 Commissioners were present along with Building Department Director Lynn Ward, Economic Development Specialists Chelsea Jones and Keaton Curtice, White Salmon resident Amanda Holtman Kitchings, Auditor Heather Jobe, Goldendale resident Ron Ihrig and

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

Director Foster and Specialist Jones presented the list of options related to the Integrated Grant Plan for the Klickitat Mill Site. The Board discussed the menu options, working order and cost estimations.

9:20 AM Process of Electing a Coroner-

Auditor Heather Jobe gave an update to the Board on the process for filling the Coroner position by either election, appointment or contract. The Board had a discussion of the options and will wait for the information from Auditor Jobe to move forward.

9:50 AM WSU Extension Services Menu, WSU Budget-

The Board discussed the 4-H Program Director and the WSU Agent budget. Chairman Zoller will reach out to WSU with an outline of the programs Klickitat County would like to utilize and also request an estimated budget cost.

Short Term Rentals

Commissioner Anderson recused himself. Chairman Zoller and Commissioner Christopher agreed to shelf the discussion of Short-Term Rentals.

Title 24 Nuisance Ordinance

Commissioner Anderson rejoined the meeting. Director Van Cleave updated the Board on the progress of the Title 24 Ordinance.

SEPA Training

Interim Director Anderson gave an update on the SEPA training considerations. The Board reviewed the process of the SEPA process and appeals.

Motor pool Vehicles

Deputy Clerk of the Board LeeAnn Burgin and Human Resources Director Robb Van Cleave updated the Board on the motor pool vehicles. Deputy Clerk Burgin requested and received verbal approval to transfer one of the fleet vehicles to the Code Compliance Department.

11:40 AM Adjournment

- **Motion (M/Anderson, S/Christopher. Passed unanimously).** There being no further business before the Board the workshop session was adjourned at 11:08 AM. The Board will be attending a KCPEDA Special meeting February 22, 2024 at 6:00 PM.

**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 02-23-2024 BoCC Zoom meeting. Please Note: All Commissioner meetings and workshops are open to the public to attend. Meetings are recorded, Workshops are NOT recorded.*

Lori Zoller

Approved: Lori Zoller

Chairman of the Board



03.12.2024

Date