



## **BOARD OF KLICKITAT COUNTY COMMISSIONERS**

**Meeting Minutes of:  
Tuesday, July 30, 2024**

### **Regular Session**

The Board of Klickitat County Commissioners met in regular session on July 23, 2024 beginning at 8:45 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 were present, Commissioner Jacob Anderson joined via Zoom, opening with Executive Session.

#### **8:45 Executive Session**

Chairman Zoller announced the Board would be going into Executive Session to evaluate to the performance of a public employee in accordance with RCW 42.30.140(4)(g) for fifteen (15) minutes.

**9:01 AM:** Chairman Zoller called the meeting back to order and proceeded with the Pledge of Allegiance. Chairman Zoller and Commissioner Christopher were present, Commissioner Anderson joined via Zoom.

#### **Approval of Business Agenda**

- **Approved (M/Christopher, S/Anderson. Passed unanimously):** The Business Agenda was approved as presented.

#### **Approval of Resolution**

Emergency Management Director Jeff King and Fiscal Services Manager Jenn Neil updated the Board on the Emergency Declaration Resolution.

- **Approved (M/Christopher, S/Anderson. Passed unanimously): Resolution No. 07624** In the Matter of Declaring an Emergency for the purpose of response to threats to the public safety and property due to the Big Horn Fire and Public Safety Radio Site damage.

#### **Approval of Commissioner Meeting Minutes**

- **Approved (M/Christopher, S/Anderson. Passed unanimously):** The Klickitat County Board of Commissioners Meeting Minutes for July 11, 2024 and July 16, 2024 as presented.

### 9:11 PM Public Comments

- Ken McKune, Number of Commissioners, Board decisions, Klickitat County Jail
- Todd Andrews, Commissioner Town Hall
- Sheri Bousquet, Big Horn Fire
- Andrew Smith, Columbia Gorge Regional Airport, Klickitat County Jail

### Consent Agenda

- **Approved (M/Christopher, S/Anderson. Passed unanimously):** Consent Agenda with five (5) items pulling item No. 5 to be voted on separately.

#### Commissioners

1. Letter of Appointment for Elise Howard to serve on the Klickitat-Skamania County Developmental Disability Board as a Community Partner representative.
2. Letter of Appointment and **Resolution No. 07724** in the matter of appointing Marese Mitchell to the Senior Services Advisory Board, representing Commissioner District 2.

#### Fiscal Services

3. **Resolution No. 07824** in the matter of setting a Public Hearing on August 13, 2024 at 1:00 PM to consider a Supplemental Budget and amendments for the 2024 Budget for various funds.

#### Informational Technology

4. Project Change Order request (**C13024**) from Klickitat County IT and Right! Systems, Inc regarding the Fortinet Implementation Project for the purpose of amending the Statement of Work to resolve issues needed to complete the project.

#### Natural Resources

- ~~5. Amendment No. 6 to the Agreement between Klickitat County Natural Resources and Department of Ecology to allow a time extension to accommodate the projected end of the Switzler Reservoir SEPA Review project.~~

#### Planning Department

6. Memorandum from the Planning Department to schedule a Public Meeting to be held in the Board of Commissioners meeting room Tuesday August 6, 2024 at 1:00 PM as follows:  
To consider approval of Short Plat, SPL 2024-05; parcel number 03-11-0919-0302/00 in Sections 9, T3N, R11E, W.M. in the Snowden vicinity. Applicants: Brian & Sandra Alley

### Consent Agenda No. 5/ Natural Resources

- **Approved (M/Christopher, S/Anderson, Yea/Anderson & Zoller, Nay/Christopher. Passed):** Amendment No. 6 (**C13124**) to the Agreement between Klickitat County Natural Resources and Department of Ecology to allow a time extension to accommodate the projected end of the Switzler Reservoir SEPA Review project.

### 9:39 AM Payroll Warrant Certification and Payment Approvals

- **Approved Warrants (M/Christopher, S/Anderson. Passed unanimously):** Accounts Payable Warrants in the amount of \$2,223,764.28 and Payroll/Benefit Warrants in the amount of \$636,585.11 for the date ending July 29, 2024.

### **Department Update/Clerk of the Board/ IT Manager**

Clerk of the Board Alisa Grumbles and Informational Technology Director Randy Christensen presented the Board with information on CivicPlus Meeting and Agenda Software.

Auditor Heather Jobe joined the meeting via Zoom.

- **Approved (M/Christopher, S/Zoller. Passed unanimously):** For Staff to move forward to purchase the software.

### **10:00 AM Recess**

- **Approved (M/Christopher, S/Zoller. Passed unanimously):** to recess for 15 minutes due to technical difficulties. Commissioner Anderson left the meeting.

**10:15 AM** Chairman Zoller called the meeting to order. Chairman Lori Zoller and Commissioner Dan Christopher were present.

### **Miscellaneous Reports/Comments**

The Board had a discussion regarding the Veterans Advisory Board applicant Brandon Essex. The Board came to consensus to move forward with the appointment process.

### **10:17 AM Department Update/Public Works/ Road Department Update**

Public Works Director Jeff Hunter and County Engineer Seth Scarola provided a Staff update on:

- Consent Agenda items, Construction Program and Road Design, West and East end maintenance projects, upcoming facilities work, events, other issues and follow ups.
- Damages due to the Big Horn Fire.

### **Pay Estimates/Public Works**

- **Approved (M/Christopher, S/Zoller. Passed unanimously):** Approval of Pay Estimate #2 for Bickleton Area Paving, CRP 372 in the amount of \$428,653.32.
- **Approved (M/Christopher, S/Zoller. Passed unanimously):** Approval of Pay Estimate #2 for Sundale/Old Hwy 8, CRP 359 in the amount of \$1,050,857.49.
- **Approved (M/Christopher, S/Zoller. Passed unanimously):** Approval of Pay Estimate #5 for Fairgrounds Sale Barn Project in the amount of \$382,768.59.

### **10:26 AM Department of Natural Resources Trout Lake Natural Area Preserve**

Larry Leach, Southeast Regional Manager of Department of Natural Resources Manager, Keyna Bugner, Southeast Regional Manager of Department of Natural Resources Manager and Kayla Swanson, with the Conservation Fund and owner and manager of property being discussed, updated the Board on the proposed expansion to the boundary property line of the Trout Lake Natural Area Preserve.

**10:34 AM** Lucas King, resident of Trout Lake, joined via Zoom and commented Board on the acquisition and risks of the boundary line expansion.

**10:37 AM** Pat Arnold, resident of Trout lake joined via Zoom and commented to the Board on the acquisition of the boundary line expansion.

**10:47 AM** Commissioner Christopher updated the Board on the Insurance Risk Pool Conference he attended.

**11:04 AM Fiscal Services Update**

Fiscal Manager Jenn Neil provided a Staff update on the Supplemental Budget requests and the scheduled Public Hearing.

**11:29 AM** Auditor Heather Jobe joined via Zoom and updated the Board on the monthly Budget.

**11:32 AM Recess for Lunch**

- **Motion (M/Christopher, S/Zoller. Passed unanimously).** To recess for lunch at 11:32 AM.

**The Board of Klickitat County Commissioners Business Meeting reconvened at 1:00 PM, Chairman Zoller and Commissioner Christopher were present, Commissioner Anderson joined via Zoom.**

**1:00 PM New Business**

Chairman Bill Caldwell gave an update to the Board on the Veterans Advisory Board meeting that took place on June 27, 2024.

**1:11 PM Department of Emergency Management Update**

Emergency Management Director Jeff King updated the Board on:

- The Big Horn Fire in Bickleton and the Indian Hill radio site generator that was impacted by the Microwave Fire.

Director King presented an Authorization to Purchase a replacement generator for the Indian Hill Radio Site that was damaged in the Microwave Fire.

- **Approved (M/Christopher, S/Anderson. Passed unanimously):** Authorization to purchase a Legacy Power Systems Generator, quote in the amount of \$45,520.10 for the replacement of the Indian Hill Radio Site generator.

**1:30 PM Fiscal Services Update/Budget Process**

Fiscal Manager Jenn Neil provided a Staff update on:

- The overview of the budgeting process and statutory deadlines of the Klickitat County Budget procedures.
- The goals and intention for the Fiscal Services 2024 and 2025 budget objective.

**2:07 PM** HR & Administrative Services Director Robb Van Cleave and Fiscal Services Manager Jenn Neil provided an update on the budget estimate and process of hiring a Coroner. The Board came to a consensus to set a budget placeholder in the amount of \$250,000.

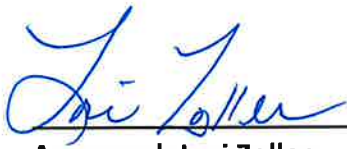
**2:56 PM Unfinished Business:**

The Board had a discussion on First Amendment Audits. The Board came to a consensus to organize training for all County Employees on how to be prepared for First Amendment Audits.

**3:00 PM Meeting Adjourned**

- **Approved (M/Christopher, S/Anderson. Passed unanimously).**

*\*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 7-30-2024 BoCC Zoom meeting. Please Note: All Commissioner meetings and workshops are open to the public to attend. Meetings and Workshops are recorded.*



**Approved: Lori Zoller**

**Chairman of the Board**



**Date**