



BOARD OF KLICKITAT COUNTY COMMISSIONERS

**Meeting Minutes of:
Tuesday, October 1, 2024**

Regular Session

The Board of Klickitat County Commissioners met in regular session on October 1, 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 were present, Commissioner Jacob Anderson joined via Zoom, opening with the Pledge of Allegiance.

9:00 AM Approval of Agenda

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

Approval of Commissioner Meeting Minutes

- **Approved (M/Christopher, S/Anderson. Passed unanimously):** the Klickitat County Board of Commissioners Meeting Minutes for September 17, 2024 as presented.

9:02 AM Consent Agenda

- **Approved (M/Christopher, S/Anderson. Passed unanimously):** Consent Agenda with seven (7) items.

Behavioral Health

1. Master Services Agreement (**C15924**) between Klickitat County Behavioral Health and Cantana Health Solutions, LLC to purchase electronic medical record software that will allow the Department to perform the duties of including secure documentation, provide reporting integration with state entities and support any registration billing needs.

Clerk

2. Disbursement Agreement (**C16024**) for Card Issuance between Klickitat County Clerk Office and Tyler Technologies Inc., for implementing the use of debit/credit cards to pay jurors.

Economic Development

3. Cooperative Agreement (**C16124**) between Klickitat County Department of Economic Development and Washington State University for the purpose of providing a Network Business Advisor certified by the Small Business Development Center (SBDC) to assist in business development and job creation in Klickitat County.

Emergency Management

4. Reimbursement Grant **(C16224)** Contract between Klickitat County Emergency Management and Washington State Military Department and State 911 Coordination Office, SECO Basic Service Operating to assist in computer aided dispatch mapping interface updates for call geo location verification zoning and agency dispatching.

Fiscal Services

5. **Resolution No. 09424** in the Matter of using the alternative date for the 2025 Budget process.

Planning Department

6. Interagency Agreement **(C16324)** between Klickitat County Planning Department and Washington State Department of Commerce through Community Decarbonization Grants 2024. The grant will provide up to \$350,000 in funding to support the Planning Department work on the Comprehensive Plan update and Solar Plan Ordinance.

Public Health

7. Washington State Immunization Information System Sharing Agreement **(C16424)** between Washington Department of Health and Klickitat County Public Health for the purpose of allowing licensed health care providers who administer immunizations in Washington State and participate in the Washington State Childhood Vaccine Program to exchange immunization data with other health care providers and health plans.

Payroll Warrant Certification and Payment Approvals

- **Approved Warrants (M/Christopher, S/Anderson. Passed unanimously):** Accounts Payable Warrants in the amount of \$310,471.87 and Payroll/Benefit Warrants in the amount of \$1,103,388.82 for the date ending September 30, 2024.

9:03 AM Planning Department

Planning Director Scott Edelman and Senior Planner Lori Anderson presented the Findings of Facts for the following:

SEPA 2023-21 Rezone 2023-02 Wilson Monroe Findings of Facts

- **Approved (M/Anderson, S/Zoller Nay/Christopher. Passed):** Approval of the adoption of the Findings of Facts, Conclusions and Decisions of the Klickitat County Board of Commissioners.

Rezone 2023-02 Wilson Monroe Findings of Facts

- **Approved (M/Anderson, S/Zoller Nay/Christopher. Passed):** Approval of the adoption of the Findings of Facts, Conclusions and Decisions of the Klickitat County Board of Commissioners.

Public Comments

- Roger Nichols, Commissioners Town Hall
- Greg Wagner, Franchise Agreement
- Kaylee Towle, Commissioners Town Hall, Wolves, Short Term Rentals
- Gabrielle Gilbert, Economic Development, Child Care
- Sheri Bousquet, Short Term Rentals, Solar and Wind
- Traci Mccune, Emergency Management Geo locating, Fire responders, addressing

- Andrew Smith, Commissioners Town Hall, 911 Telecommunications, Klickitat County Jail

Miscellaneous Reports/Comments

- Commissioner Anderson updated the Board that he would not be joining the Afternoon Session and will be a Yes vote on BLA2024-02.

9:35 AM Department Update/Planning Department

Planning Director Scott Edelman provided a staff update on:

- Staffing news, Board of Adjustment, Planning Commission, Monroe-Wilson Zone changes & SEPA Appeal, Northwestern Lake Cabins, Under Canvas, Short Term Rentals, and other current and pending projects.

9:47 AM Emergency Management Director Jeff King updated the Board on Consent Agenda item #4 and upcoming scheduled prescribed burns.

9:52 AM Department Update/Public Works/ Road Department Update

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

- Office Space in the Pioneer Center, Construction Program and Road Design, West and East end maintenance projects, upcoming facilities work, events and Christmas Tree decorating.

10:06 AM Commissioner Christopher left the meeting.

10:10 AM Commissioner Christopher joined the meeting.

10:10 AM Human Resources and Administrative Services Update

HR & Administrative Services Director Robb Van Cleave and HR Manager KC Sheridan provided a staff update on the transition of the Klickitat County Jail.

10:15 AM Commissioner Anderson left the meeting.

10:18 AM Human Resources & Administrative Services Update

HR & Administrative Services Director Robb Van Cleave and HR Manager KC Sheridan provided a staff update on:

- Code Compliance cases, Employees overtime impacts, On-site First Aid training and Coroner applications.

10:30 PM Closed Session/HR & Administrative Services Robb Van Cleave

Chairman Zoller announced the Board would be going into Closed Session with Human Resource and Administrative Services Director Robb Van Cleave and KC Sheridan, in accordance with RCW 42.30.140(4)(a) to discuss collective bargaining. Chairman Zoller announced they would be in closed session for fifteen (15) minutes ending at 10:45 PM. The Board is not expected to take any further action following the closed session.

10:46 AM Chairman Zoller reconvened the meeting.

10:48 AM Recess for Lunch

- **Motion (M/Christopher, S/Zoller. Passed unanimously).** To recess for lunch at 10:48 AM.

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

1:00 PM Public Meeting:

Associate Planner Rebecca Jail provided a Staff update to consider approval of Boundary Line Adjustment, BLA2024-02, parcel numbers 06-10-1151-0402/00 and 06-10-2211-0001/00 in Sections 15 & 22, T6N, R10E, W.M. in the Trout Lake vicinity. Applicants: Zoe Wood & Hollenbeck Properties, Washington, LLC.

- **Approved (M/Christopher, S/Zoller. Passed unanimously):** Approval of BLA2024-02 for Applicants Wood & Hollenbeck Properties.

1:09 PM Meeting Recessed

- **Approved (M/Christopher, S/Zoller. Passed unanimously):** Meeting Recessed until the Budget Workshop on Thursday, October 3, 2024.

Thursday, October 3, 2024

WORKSHOP

8:33 AM Budget

Chairman Zoller, Commissioner Christopher and Commissioner Anderson were present, along with Fiscal Manager Jenn Neil, Human Resources and Administrative Services Robb Van Cleave, Senior Accountant Nicole Barnes, various County Elected Officials, employees, and members of the public present in person and via Zoom.

8:35 AM Fiscal Manager Jenn Neil updated the Board on the 2025 Preliminary budget.

9:00 AM East District Court Judge Rick Hansen and Court Administrator Jane Edmonds presented the East District Court 2025 preliminary budget.

9:08 AM HR & Administrative Services Director Robb Van Cleave presented the Solid Waste Department 2025 preliminary budget.

9:20 AM County Clerk Renea Campbell and Chief Civil Clerk Angel Hill presented the County Clerks 2025 preliminary budget.

10:10 AM Fair Board Vice-President Ron Ihrig updated the Board on the attendance for the 2024 Klickitat County Fair.

10:20 AM President Debbie Woodward, Treasurer Cynthia Bruce and Vice-President Ron Ihrig presented the Klickitat County Fair board 2025 preliminary Budget.

10:39 AM Recess for Lunch

- **Approved (M/Anderson, S/Christopher. Passed unanimously):** Meeting Recessed at 10:39 AM for Lunch.

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

1:00 PM Public Works Deputy Director-Finance & Administrative Services Pam Beierle, Public Works Director Jeff Hunter and County Engineer Seth Scarola presented Road Fund 101, operations history and revenues.

County Engineer Seth Scarola presented a Power Point presentation of the Road Status Report.

The Board had a discussion with Director Hunter, Deputy Director Beierle and Engineer Scarola on creating a Benefit District, the 6 Year Annual Construction Program plan and the GIS Fund.

2:51 PM Recess

Chairman Zoller called a five (5) minute recess

3:00 PM Chairman Zoller reconvened the meeting.

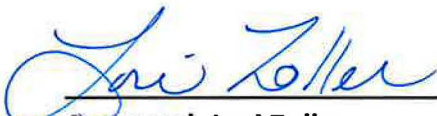
3:01 Sherriff's Office Sherriff Bob Songer, Undersheriff Carmen Knopes, Civil Deputy Clerk Karen Elings, Chief Criminal Deputy Loren Culp presented the Klickitat County Sheriff's Office 2025 Preliminary Budget.

The Board came to a consensus to cancel the October 10, 2024 Budget Workshop and reschedule for October 17, 2024.

4:48 PM Meeting Adjourned

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

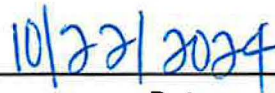
**Reference Document on File. The Board of Commissioners' minutes are action minutes. A digital recording is on file as part of the official record and available on file 10-01-2024 BOCC Zoom meeting. Please Note: All Commissioner meetings and workshops are open to the public to attend. Meetings and Workshops are recorded.*



Approved: Lori Zoller

Chairman of the Board





Date