

SKAMANIA COUNTY BOARD OF COMMISSIONERS
240 NW Vancouver Ave.
Stevenson, WA 98648

Agenda for October 31st – November 1st, 2023

Commissioner meetings are open to public attendance with limited available seating. If you would like to attend remotely, you may do so by using ZOOM with the following numbers:

To Join with Audio Only:

1 346 248 7799 US 1 312 626 6799 US
 1 646 558 8656 US 1 669 900 9128 US
 1 301 715 8592 US

Meeting ID: 889 0632 1210

Join Zoom Meeting - <https://us02web.zoom.us/j/88906321210>

If you wish written comments to be listed on the agenda, they need to be submitted to the Clerk of the Board by noon on Wednesday preceding the Tuesday/Wednesday meeting, otherwise they will be held for the following Tuesday/Wednesday. Email comments to: sackos@co.skamania.wa.us When a holiday falls on Monday, the regular meeting is held on Wednesday of that week.

Tuesday, October 31st, 2023

9:30 AM Call to Order
 Pledge of Allegiance
 Public Comment (3 minutes)

Consent Agenda: Items will be considered and approved on a single motion. Any Commissioner may, by request, remove an item from the agenda prior to approval.

1. Minutes for meeting October 24th, 2023.
2. Request to list Washington Alcohol Anonymous as a resource on the Skamania County Community Health webpage.
3. Resolution 2023-38, county road weight load restrictions.
4. Approve settlement agreement for West vs. Skamania County.
5. Interlocal agreement with the City of Stevenson for noxious weed and other services.

Voucher Approval

Meeting Updates

10:00 AM Department Head Reports

10:30 AM Discussion with the Financial Management Committee to discuss 2024 preliminary budget and External Services contracts

11:00 AM Workshop with Christine Panian and Spencer Arnesen of SoftResources, LLC Unbiased Software Consulting

Lunch

1:30 PM Executive Session Pursuant to RCW 42.30.110 (1)(i), Discussion with Legal Counsel About Current or Potential Litigation

Note: Agenda subject to change. Times listed are estimates only. The Commission reserves the right to move agenda items as needed and during the meeting, and may add and act on any item not included in the above agenda. Minutes are available at www.skamaniacounty.org on the Commissioners web page. If necessary, the Board may hold executive sessions on scheduled meeting days. Board of Commissioners meetings are recorded and audio may be heard at www.skamaniacounty.org.

2:00 PM Meet and greet with new Mt. St. Helens/Monument Ranger Jon Gellings & Forest Supervisor Johanna Kovarik

5:30 PM Public hearing to take public comment and consider adoption of the 2024 Preliminary Budget.

Set public hearing for 5:30 PM or shortly thereafter on Tuesday, December 12th, 2023, to consider adoption of the 2024 Final Budget and consider setting 2024 Current Expense and County Road Property Tax Levies.

Wednesday, November 1st, 2023

10:30 AM Workshop with Seth Hedstrom and David Ledbetter of Berry Dunn Local Government Consulting Group

Adjourn

BOARD OF SKAMANIA COUNTY COMMISSIONERS
Skamania County Courthouse
240 NW Vancouver Ave. Lower Level, Room 18
Stevenson, WA 98648
Minutes for Meeting of October 24th, 2023

The Board met for a staff meeting at 9:01 a.m. in the Commissioners' Meeting Room on Tuesday, September 12th, 2023. Commissioners Asa Leckie, Richard Mahar, and T.W. Lannen, Chair, were present. Reports were presented by Senior Services Program Manager Sophie Miller, Community Events and Recreation Manager Alex Hays, Human Resource Administrator Sara Slack, Probation Officer Chris Wood, Financial Management Administrator Heidi Penner, and Clerk of the Board Lisa Sackos.

The meeting recessed at 9:21 a.m.

The Commissioners' business meeting was called to order at 9:30 a.m. on Tuesday, October 24th, 2023, at the Commissioners' Meeting Room, 240 NW Vancouver Avenue in Stevenson, with Commissioners Asa Leckie, Richard Mahar, and T.W. Lannen, Chair, present.

The Pledge of the Allegiance was led by Sarah Perry, west-end resident.

Public comment was provided by Mary Grode, west-end resident, in support of the recreational zoning moratorium.

Public comment was provided by Keith Brown, west-end resident, in support of the recreational zoning moratorium.

Public comment was provided by Teresa Robbins, west-end resident, in support of the recreational zoning moratorium.

Public comment was provided by George Perry, west-end resident, in support of the recreational zoning moratorium.

Public comment was provided by Sarah Perry, west-end resident, in support of the recreational zoning moratorium.

Public comment was provided by Roman Botan, Clark County resident, in support of the recreational zoning moratorium.

Public comment was provided by Dave Moroney, west-end resident, in support of the recreational zoning moratorium.

Public comment was provided by Mary Repar, Stevenson resident, regarding an AAADSW meeting and potential for apprenticeship programs, and using schools for daycare.

Public comment was provided by Steve Sicotte, west-end resident, in support of the recreational zoning moratorium.

Public comment was provided by Jeff White, west-end resident, in support of the recreational zoning moratorium.

Public comment was provided by Rick Pfeiffer, west-end resident, in support of the recreational zoning moratorium.

Commissioner Leckie moved, seconded by Commissioner Mahar and the motion passed unanimously to approve the Red Ribbon Week proclamation for October 22nd – October 31st, 2023.

Commissioner Mahar moved, seconded by Commissioner Leckie, and the motion carried unanimously to approve the Consent Agenda as follows:

1. Minutes for meeting October 17th, 2023.
2. Resolution 2023-35, updating the Skamania County Community Action Plan.
3. Approve recommendations made by the 0.09 Committee for additional funding requests of \$1,100 for the 2023 MCEDD assessment fees, and \$13,000 for the Skamania County Community Events and Recreation Exhibit Hall floor.
4. Revised amendment #2 for WSDOT Consolidated Grant to adjust Route Deviated Transit grant funds to current 2023-2025 biennium.
5. Contract with Area Agency on Aging and Disabilities for Southwest Washington for the Home Delivered Meal Expansion Program.
6. Amendment #3 to extend HealthConnect Pathways Program FTE Agreement with SWACH to perform services within the Pathways model.
7. Amendment #2 to extend HealthConnect Pathways Program OBP Agreement with SWACH to perform services within the Pathways model.

Commissioner Mahar moved, seconded by Commissioner Leckie and the motion passed unanimously to approve vouchers for the period dated October 24th, 2023, in the total amount of \$176,194.33 with \$22,986.28 being Current Expense, covering warrant numbers 195010 through 195084.

Commissioner Leckie moved, seconded by Commissioner Mahar, and the motion carried unanimously to approve payroll for the period of October 1st, 2023, through October 15th, 2023, in the total amount of \$648,370.70 with \$389,328.10 being Current Expense, covering warrant numbers 44369 through 44392 and direct deposit numbers 79737 through 79913.

Commissioner Lannen, Chair, reported on a meeting he attended.

The meeting recessed at 9:59 a.m. and reconvened the same day at 10:02 a.m. with Commissioners Asa Leckie, Richard Mahar, and T.W. Lannen, Chair, present.

The Board met for Department Head reports.

- David Waymire, Public Works Director, reported on Engineering, County Road, Building Division, Community Development, ER&R, Solid Waste, Information Technology, Building and Grounds, and the Wind River Business Park.
- Tamara Cissell, Community Health Director, was absent.

The meeting recessed at 10:10 a.m. and reconvened the same day at 10:15 a.m. with Commissioners Asa Leckie, Richard Mahar, and T.W. Lannen, Chair, present.

The Board met to discuss and consider adopting a potential zoning moratorium regarding a recreational facility.

Commissioner Leckie moved, seconded by Commissioner Mahar and the motion passed unanimously to enact a moratorium on recreational zoning with language to be provided.

The meeting recessed at 10:23 a.m. and reconvened the same day at 10:32 a.m. with Commissioners Asa Leckie, Richard Mahar, and T.W. Lannen, Chair, present.

The Board reported on various meetings they attended.

The meeting recessed at 10:57 a.m. and reconvened the same day at 11:01 a.m. with Commissioners Asa Leckie, Richard Mahar, and T.W. Lannen, Chair, present.

The Board met in a workshop with the Financial Management Office, Elected Officials, Department Heads, and Managers to discuss County finances.

The Board met with Brian Poehlein, Department of Natural Resources State Lands District Manager, and Steve Ogden, State Lands Assistant, attending in place of Scott Sargent, State Lands Regional Manager, for updates.

The meeting recessed at 11:35 a.m. and reconvened the same day at 2:17 p.m. with Commissioners Asa Leckie, Richard Mahar, and T.W. Lannen, Chair, present.

The Board met with Krystyna Wolniakowski, Columbia Gorge Commission Executive Director, Tamara Kaufman, Columbia River Gorge Commissioner, and Casey Gatz with the U.S. Forest Service attending in place of Donna Mickley, Columbia Gorge National Scenic Area Forest Supervisor, for updates.

The meeting recessed at 3:09 p.m. and reconvened the same day at 3:22 p.m. with Commissioners Asa Leckie, Richard Mahar, and T.W. Lannen, Chair, present.

Commissioner Mahar moved, seconded by Commissioner Leckie and the motion passed unanimously to formally enact a moratorium on recreational zoning as provided in Resolution 2023-37.

The meeting adjourned at 3:23 p.m.

ATTEST:

**BOARD OF COMMISSIONERS
SKAMANIA COUNTY, WASHINGTON**

T.W. Lannen, Chair

Richard Mahar, Commissioner

Lisa Sackos, Clerk of the Board

Asa Leckie, Commissioner

Lisa Sackos

From: Brittany Martin
Sent: Wednesday, October 18, 2023 8:25 AM
To: Lily Gordon
Cc: Glenda Torres; Lisa Sackos
Subject: RE: Help Us Support Recovery: Link to AlcoholicsAnonymous.com

Follow Up Flag: Follow up
Flag Status: Flagged

Lily,

I have CC'd the commissioner's office to review and handle this request.

Feel free to let me know if you have anything I can assist with for the Public Works or Community Development Departments.

Thank you,



Brittany Martin | Administrative Assistant

bmartin@co.skamania.wa.us | 509-427-3924



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Courthouse Annex

PO Box 1009 | 170 NW Vancouver Ave. Stevenson, WA 98648

Monday – Thursday 7:30 a.m. to 5:30 p.m.

Closed Friday's and all major holidays.

Community Development : 509-427-3900 | [CD Link](#)

Building/Fire Marshal ♦ Environmental Health ♦ Code Enforcement ♦ Planning

Inspection Line : 509-427-3922 | [Online Permit Portal Link](#)

Public Works : 509-427-3910 | [PW Link](#)

Engineering ♦ County Road ♦ ER&R ♦ Solid Waste ♦ B&G ♦ I.T. ♦ PW/CD Accounting

If you are not the intended recipient of this message, please notify me immediately and discard this email. Do not distribute this email to other parties. Please note: Per the [Public Records Act](#), this e-mail is considered a public record and may be disclosed by Skamania County to a third-party requestor.

From: Lily Gordon <lily@aaahelp.io>
Sent: Wednesday, October 18, 2023 8:22 AM
To: Brittany Martin <bmartin@co.skamania.wa.us>
Subject: Help Us Support Recovery: Link to AlcoholicsAnonymous.com

WARNING: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Brittany,

I just wanted to reach out one last time to see if you can help me with my request about adding our Washington alcohol addiction resource: <https://alcoholicsanonymous.com/aa-meetings/washington/> to your page: <https://www.skamaniacounty.org/departments-offices/community-health/mental-health>

If you'd like to discuss things further please schedule a call with my manager Justin Taylor here:
<https://calendly.com/justin-taylor-owens>

Thank you,

Lily Gordon
(She/Her)
Content Team
alcoholicsanonymous.com

On Tue, Oct 10, 2023 at 1:14 PM, Lily Gordon <lily@aaahelp.io> wrote:

Hi Brittany,

I just wanted to follow-up on my previous email about listing my Washington AA meetings page:
<https://alcoholicsanonymous.com/aa-meetings/washington/> on your
page:<https://www.skamaniacounty.org/departments-offices/community-health/mental-health>

If you're not the right person to approve my request, do you know who I need to talk to?

Thank you,

Lily Gordon
(She/Her)
Content Team
alcoholicsanonymous.com

On Fri, Oct 6, 2023 at 3:55 PM, Lily Gordon <lily@aaahelp.io> wrote:

Hi Brittany,

I came across your website: <https://www.skamaniacounty.org/departments-offices/community-health/mental-health> and wanted to reach out as I have a valuable alcohol abuse resource that can help anyone struggling with alcohol addiction.

Did you know that over 14 million adults in the United States have an alcohol use disorder? That's about 5.8% of the population. Our website provides valuable resources for people at any stage of their recovery journey, along with a local AA meeting directory.

I was hoping you could link to our Washington AA meetings page -
<https://alcoholicsanonymous.com/aa-meetings/washington/>

We've recently partnered with Honolulu, HI for our Hawaii resources page:

<https://www.honolulu.gov/cms-dcs-menu/site-dcs-sitearticles/1343-cad-rental-resources.html>

By linking to us we'll be able to help those suffering from alcohol addiction find help in Washington.


If you have any questions contact our Outreach Manager Justin Taylor at 702.930.3952

If you have any questions you can schedule a call with my manager Justin Taylor here:
<https://calendly.com/justin-taylor-owens>

Thanks for your time.

Lily Gordon
(She/Her)
Content Team
alcoholicsanonymous.com

COMMISSIONER'S AGENDA ITEM COMMENTARY

<u>SUBMITTED BY</u>	Public Works Department	 Signature
<u>AGENDA DATE</u>	10/31/2023	
<u>SUBJECT</u>	Resolution to allow road closure weight restrictions	
<u>ACTION REQUESTED</u>	Approve authorization to purchase	

SUMMARY/BACKGROUND

RCW 36.75.270 and RCW 46.44.080 states the Board of Commissioners may restrict or prohibit the operation of motor trucks or other vehicles on any county road, whenever such operation will damage such county roads or will be dangerous to traffic. We adopt a yearly resolution allowing this to happen at the direction of the County Engineer. The intent of this resolution is to allow this to happen as needed yearly. It creates a mechanism for the closures to quickly happen if needed and notify the BOCC at the next regularly scheduled meeting.

FISCAL IMPACT

None

RECOMMENDATION

I would recommend the board approve this resolution.

LIST ATTACHMENTS

Resolution 2023-38

RESOLUTION NO. 2023-38

**BEFORE THE BOARD OF COUNTY COMMISSIONERS
SKAMANIA COUNTY, WASHINGTON**

WHEREAS, in accordance with the provision of RCW 36.75.270 and RCW 46.44.080, the Board of Commissioners may restrict or prohibit the operation of motor trucks or other vehicles on any county road, whenever such operation will damage such county roads or will be dangerous to traffic thereon;

AND, WHEREAS, RCW 36.75.270 provides that a violation of this resolution constitutes a misdemeanor;

NOW THEREFORE, BE IT RESOLVED that all county roads and portions of county roads may be closed to travel by all vehicles or by any class of vehicles hereinafter described for a period not to exceed 100 days from the effective date of closure given to the Board of County Commissioners by the County Engineer or their duly authorized representative. The Board of County Commissioners recognizes times of closure may be sudden and authorizes the County Engineer or their duly authorized representative to post closures as needed to protect county roads from damage. Notification to the Board shall be made at the next regular meeting following the closure.

This order shall cancel and supersede any previous order or orders in conflict therewith; provided, however, that this order shall not supersede or modify any restrictions now in force covering limited loads on bridges located anywhere on the roadway system referred to above.

Various roads within the county may be closed as needed, to all vehicles whose gross weight (vehicle and load) shall exceed the load limits set forth below for the various sizes.

CONVENTIONAL TIRES

<u>Tire Sizes</u>	<u>Gross Load Each Tire</u>
7.00	1,800 lbs.
7.50	1,800 lbs.
8.25	1,900 lbs.
9.00	2,250 lbs.
10.00	2,750 lbs.
11.00 or larger	3,000 lbs.

TUBELESS OR SPECIAL WITH .5 MARKING

8 - 22.5	1,800 lbs.
9 - 22.5	1,900 lbs.
10 - 22.5	2,250 lbs.
11 - 24.5	2,750 lbs.
12 - 22.5	3,000 lbs.

FURTHER BE IT RESOLVED that the County Engineer or their duly authorized representative shall prohibit or restrict as to weight and speed the operation of vehicles upon county roads exposed to serious damage by reason of rain, snow, climatic, other conditions or restrictions and shall issue special permits for the operation of school busses or motor trucks transporting perishable commodities or commodities necessary for the health and welfare of local residents. The County Engineer, when issuing special permits, shall specify weight and speed restrictions as may be necessary to protect the county road from damage, and

FURTHER BE IT RESOLVED that the Board of County Commissioners does hereby adopt the attached rules concerning the issuance of special permits in the event of county road closures.

SPECIAL PERMITS FOR CLOSED OR RESTRICTED ROADS

Permits may be issued by Skamania County Public Works to allow the operation of school busses, and motor trucks transporting perishable commodities or commodities necessary for the health and welfare of local residents on such county roads as may be closed or restricted in accordance with RCW 46.44.080, subject to specific weight and speed restrictions as may be deemed necessary by the County Engineer to protect the county roads from damage.

PASSED this _____ day of _____, 2023.

S E A L

BOARD OF COUNTY COMMISSIONERS
SKAMANIA COUNTY, WASHINGTON

Chairman

Attest:

Commissioner


Clerk of the Board

Commissioner

Approved-as to form only:

Prosecuting Attorney

COMMISSIONER'S AGENDA ITEM COMMENTARY

<u>SUBMITTED BY</u>	Skamania County Prosecutor Department	
<u>AGENDA DATE</u>	10/31/23	Signature
<u>SUBJECT</u>	Settlement agreement	
<u>ACTION REQUESTED</u>	<u>Approve settlement agreement for West v. Skamania County</u>	

SUMMARY/BACKGROUND

Arthur West filed a lawsuit against Skamania County related to alleged violations of the open public meetings act by the BOCC prior to 2023. The County disputes that the violations were significant or intentional but acknowledges that this settlement is a reasonable and fair resolution to the lawsuit.

FISCAL IMPACT

The settlement calls for a one-time payment to Mr. West of \$9,950.

RECOMMENDATION

Approve and sign the settlement.

LIST ATTACHMENTS

Settlement Agreement

RELEASE AND SETTLEMENT AGREEMENT

I. PARTIES

- 1.1 ARTHUR WEST, Plaintiff, referred to as "West" hereinafter.
- 1.2 SKAMANIA COUNTY BOARD OF COMMISSIONERS, Defendant, referred to as "BOCC" hereinafter
- 1.3 TOM LANNEN, Defendant, referred to as "Lannen" hereinafter.
- 1.4 RICHARD MAHAR, Defendant, referred to as "Mahar" hereinafter.
- 1.5 BOB HAMLIN, Defendant, referred to as "Hamlin" hereinafter.
- 1.6 SKAMANIA COUNTY, Defendant, referred to as the "County" hereinafter.

II. RECITALS

2.1 West filed a complaint against various defendants in Clark County Superior Court under Cause No. 23-2-01062-06. In the Complaint, West alleges that Lannen, Mahar, Hamlin, the BOCC and the County failed to comply with Washington State's Open Public Meetings Act, Chapter 42.30 RCW, (the "OPMA") on various occasions.

2.2 The parties desire to enter into this release and settlement agreement to provide for settlement and discharge of all claims against Lannen, Mahar, Hamlin, the BOCC and the County.

NOW, THEREFORE, in mutual consideration of the covenants and conditions contained herein the parties agree as follows:

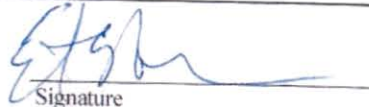
III. AGREEMENT

- 3.1 **Release and Discharge**: In consideration of the total payment of Nine Thousand, Nine Hundred and Fifty and No/100ths Dollars (**\$9,950.00**) to West, West forever releases Lannen, Mahar, Hamlin, the BOCC and the County and their respective marital communities, executors, administrators, personal representatives, heirs, agents, attorneys, officers, employees, volunteers, successors, and assigns from all claims and causes of action that may ever be asserted by West, his respective executors, administrators, successors, assigns, affiliates, employees, attorneys, or others, whether presently known or unknown, related to the claims asserted in this case, arising out of any occurrence prior to the date of this agreement, including but not limited to

claims for penalties, attorneys' fees, and any damages or any other form of relief under the OPMA or the PRA.

- 3.2 **Payment Terms:** As soon as reasonably practicable after full execution and delivery of this release, and within 2 weeks thereafter, the County shall send payment in the foregoing amount to West at 120 State Avenue NE #1497, Olympia, Washington 98501. This settlement is the compromise of a disputed claim and Lannen, Mahar, Hamlin, the BOCC and the County deny liability for this claim. The associated payments and agreements herein are not to be construed as any form of admission of liability on the part of Lannen, Mahar, Hamlin, the BOCC and the County. This settlement is similarly not to be construed as a waiver of any existing claims against third parties.
- 3.3 **Other Terms:** Since the filing of this complaint, Commissioners Lannen and Mahar certify that they have taken additional, supplemental open public meetings training. While Lannen and Mahar deny liability under this claim, they acknowledge that West's complaint identified opportunities for improved policies and procedures to ensure that the County is strictly complying with the OPMA. Defendant Hamlin is no longer a County Commissioner.
- 3.4 **Warranty of Capacity to Execute Agreement:** West warrants that other than the persons signing this release and bound by its terms, no other person or entity has or has had any interest in the claim or causes of action referred to in this release. West warrants that this release is enforceable in accordance with its terms and that he has the authority to execute this release. West shall defend, indemnify, and hold harmless Lannen, Mahar, Hamlin, the BOCC and the County should any other persons claim to have any interest in the matters released or the claims described in this-release or in the complaint.
- 3.5 **Delivery of Dismissal With Prejudice:** Concurrently with the execution of this release, West shall deliver to the Skamania County Prosecuting Attorney an executed stipulation and order of dismissal with prejudice of the complaint in the form attached hereto as Exhibit A or as may otherwise be required by the Court to effectuate said dismissal. Said stipulation and order of dismissal with prejudice may be executed in parts. West hereby authorizes the Skamania County Prosecuting Attorney to file such stipulation and order of dismissal with the court and enter it as a matter of record at any time after the date of this agreement and without further notice.
- 3.6 **Entire Agreement and Successors in Interest:** This agreement contains the entire agreement between the parties hereto and their respective attorneys, agents, and assigns with regard to the matters set forth in it and shall be binding upon and inure to the benefit of the executors, administrators, personal representatives, heirs, successors, attorneys, and assigns of each.
- 3.7 **Full Release:** This settlement finally resolves all issues related to OPMA compliance to the date of the settlement as well as any issues related to the subject matter or processing of any pending records requests from the plaintiffs. The plaintiff agrees to

COMMISSIONER'S AGENDA ITEM COMMENTARY

<u>SUBMITTED BY</u>	Noxious Weed	
<u>AGENDA DATE</u>	Department 10-31-2023	Signature
<u>SUBJECT</u>	<u>Agreement with City of Stevenson</u>	
<u>ACTION REQUESTED</u>	<u>Approval</u>	

SUMMARY/BACKGROUND

Agreement between City of Stevenson and Skamania County to control noxious weeds and other services in Stevenson.

FISCAL IMPACT

The agreement will provide actual verified costs, plus fringe and 10% admin to Skamania County to furnish necessary personnel, equipment, material, and/or services to perform the work set forth in the agreement through 2025.

RECOMMENDATION


Review and sign.

LIST ATTACHMENTS

Copy of agreement for signature.

COUNTY FACE SHEET FOR CONTRACTS/LEASES/AGREEMENTS

1. Contract Number ILA City of Stevenson
2. Contract Status: (Check appropriate box) Original Renewal Amendment
3. Contractor Information: Contractor: City of Stevenson
Contact Person: Carolyn Sourek
Title: Public Works Director
Address:
Address: Stevenson, WA 98648
Phone: 509-427-5970
4. Brief description of purpose of the contract and County's contracted duties:
Agreement between City of Stevenson and Skamania County for Noxious Weed Control and other services in Stevenson, WA.
5. Term of Contract: From: November 15, 2023 To: December 31, 2025
6. Contract Award Process: (Check appropriate box)
General Purchase of materials, equipment or supplies - RCW 36.32.245 & 39.04.190
 Exempt (Purchase is \$2,500 or less upon order of the Board of Commissioners)
 Informal Bid Process (Formal Quotes between \$2,500 and \$25,000)
 Formal Sealed Bid Process (Purchase is over \$25,000)
 Other Exempt (explain and provide RCW) Chapter 39.34, Interlocal Cooperation Act

Public Works Construction & Improvements Projects – RCW 36.32.250 & 39.04.155 (Public Works, B&G, Capital Improvements Only)
 Small Works Roster (PW projects up to \$200,000)
 Exempt (PW projects less than \$10,000 upon order of the Board of Commissioners)
7. Amount Budgeted in Current Year: \$ 0.00
Amount Not Budgeted in Current Year \$ 0.00 Source:
Total Non-County Funds Committed: \$ TBD as work is performed Source: City of Stevenson
Total County Funds Committed: \$ 0
TOTAL FUNDS COMMITTED: \$ 0.00
8. County Contact Person: Name: Emily Stevenson
Title: Program Coordinator
9. Department Approval: 
Department Head or Elected Official Signature
10. Special Comments: one copy to be sent to: City Clerk

Inter-Local Agreement

Skamania County

This Agreement, made and entered into this ____ day of _____, by and between Skamania County, Washington, a political subdivision of the State of Washington, hereinafter referred to as the "County" and the City of Stevenson a political subdivision of the State of Washington; hereinafter referred to as the "Agency".

Witness: It is Hereby covenanted and agreed as follows:

1. The Agency requests the County perform noxious weed removal or provides services for the Agency as requested.
 - a. For noxious weed removal, or services, to be performed under this Agreement, the Agency will supply the County with a letter or email describing the item(s) requested or a Scope of Work to the County's Noxious Weed Control Department. The County reserves the right to deny or approve each application of the Agency on an individual basis.
 - b. Control of work shall be from the Agency's Public Works Director, or an appointed staff member.
2. The County shall provide requested on site task completion; administrative and clerical services necessary for the execution of the requested work from the Agency and in providing such services.
3. The Agency hereby agrees to reimburse the County for the cost of the work performed by the County, based on the actual verified cost of labor, equipment rental, engineering and materials used in completing the requested work, plus all costs for fringe benefits to labor, including, but not limited to, Social Security, retirement, industrial, and medical aid costs, prorated sick leave, holidays, and vacation time and group medical insurance. In addition thereto, ten percent (10%) of the total costs shall be added for overhead costs for accounting, billing and administrative services; provided the County shall submit to the Agency a certificate statement of the costs. The Agency shall remit payment within sixty (60) days of receipt of the certificate of costs.
4. Each party shall maintain books, records, documents and other material as relevant to its performance under this Agreement. These records shall be subject to inspection, review and audit by either party or its designee, and the Washington State Auditor's Office. Each party shall retain all such books, records, documents and other material for the applicable retention period under federal and Washington law.
5. It is understood and agreed between the parties if either party is alleged to be negligent in its performance of this Agreement, and those allegations result in a claim, loss, demand, action, or cause of action of any nature whatsoever, the negligent party will/shall defend and hold the other party and its appointed and elective officers, agents and employees harmless from those allegations and any damages which may result. The obligation to provide indemnity shall be upon notice of any claim. The parties further agree to hold the other harmless and to waive their respective immunities under the State Industrial Insurance Act (RCW Title 51) to the extent an employee brings a claim or suit against the other non-employer agency for injuries occurring in the workplace while performing any act under this Agreement.

6. The Agency agrees to procure and maintain in full force insurance in the sum of not less than \$1 million public liability and \$3 million property damage for each noxious weed control project; naming the County as a named insured.
7. It is understood and agreed between the parties this Agreement is non-delegable and cannot be assigned, transferred or any portion subcontracted hereunder by the County without the prior written permission of the Agency.
8. The County, in the performance of work under this Agreement shall abide by the provisions of RCW 39.34, Interlocal Cooperation Act. It is the purpose of this statute to permit local governmental units to make the most efficient use of their powers by enabling them to cooperate with other localities on a basis of mutual advantage and thereby to provide services and facilities in a manner and pursuant to forms of governmental organization which will accord best with geographic, economic, population and other factors influencing the needs and development of local communities.
9. The term of this Agreement shall be from November 15, 2023 to December 31, 2025, except either party may terminate the Agreement upon thirty (30) days written notice given to the other party.
10. Both parties agree to three (3) two (2) year automatic renewals to this Agreement, which shall be executed prior to the expiration of the Agreement by both parties.
11. This Agreement shall be governed exclusively by the laws of the State of Washington. The Skamania County Superior Court shall be the sole proper venue for any and all suits brought to enforce or interpret the provisions of this Agreement. If any legal action or other proceeding is brought for the enforcement of this Agreement, or because of an alleged dispute, breach, default or misrepresentation arising in contract, tort or otherwise, each party shall bear its own attorney's fees incurred in the action, arbitration or proceeding.
12. This Agreement shall be filed or listed by subject on a public agency's website in accordance with RCW 39.34.040.
13. The Stevenson Public Works Director shall be the Administrator for this Interlocal Agreement.

In Witness Whereof, the parties hereto have hereunto set their hands and seals the day and year first above written.

CITY OF STEVENSON,
A Municipal Corporation,

By: 
Mayor *Pro Tempore*

Attest:

By: 
City Clerk

Approved as to form only:

Adam Kick, Skamania County Prosecutor

COUNTY OF SKAMANIA,
Board of Commissioners

By: _____
Chairman

Commissioner

Commissioner

Attest:

Clerk of the Board

Checklist FOR LOCAL GOVERNMENTS



The Open Public Meetings Act (OPMA) requires specific steps be taken in order to hold an executive session. Use this checklist to guide your agency’s compliance with the OPMA as it applies to executive sessions. For more information and resources visit mrsc.org/opma.

REQUIREMENT	COMPLETED
<p>Meeting</p> <p>An executive session can only be held as part of a regular or special meeting.</p>	<input checked="" type="checkbox"/>
<p>Purpose</p> <p>The presiding officer announces in open session the purpose/topic of the executive session.</p>	<input checked="" type="checkbox"/>
<p>End Time</p> <p>The presiding officer announces in open session the time the executive session will end. Note: Announce a specific time – announcing a length of time is not sufficient.</p>	<input checked="" type="checkbox"/>
<p>Legal Counsel</p> <p>Legal counsel is present during the executive session, if required.</p>	<input checked="" type="checkbox"/>
<p>Confidentiality</p> <p>At the start of the executive session, participants are reminded that discussions are confidential.</p>	<input checked="" type="checkbox"/>
<p>Discussion topics for local governments as set forth in RCW 42.30.110(1). (See Notes for Specific Discussion Topics in Practice Tips section.)</p> <ul style="list-style-type: none"> • Matters affecting national security (RCW 42.30.110(1)(a)(i)). • Infrastructure and security of agency computer and telecommunications network (RCW 42.30.110(1)(a)(ii)). Note: Requires presence of legal counsel. • Consideration of site selection or acquisition of real estate purchase or lease if likelihood that disclosure would increase price (RCW 42.30.110(1)(b)). • Consideration of the minimum offering price for sale or lease of real estate if there’s a likelihood that disclosure would decrease the price (RCW 42.30.110(1)(c)). Only minimum price may be discussed; factors influencing price must be discussed in public session. See Columbia Riverkeeper v. Port of Vancouver. Note: Final action selling or leasing public property must also be taken in open session. • Complaints or charges brought against a public officer or employee (RCW 42.30.110(1)(f)). Note: At respondent’s request, discussion must be in open session. • Qualifications of an applicant for public employment (RCW 42.30.110(1)(g)). • Performance of a public employee (RCW 42.30.110(1)(g)). • Qualifications of an applicant/candidate for appointment to elective office (RCW 42.30.110(1)(h)). Any interviews or votes must be held in open session. • Discussions with legal counsel regarding agency enforcement actions (RCW 42.30.110(1)(i)). • Discussion with legal counsel about current or potential litigation (RCW 42.30.110(1)(i)). • Discussion with legal counsel about legal risks of current or proposed action (RCW 42.30.110(1)(i)). 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>

REQUIREMENT	COMPLETED
<p>Minutes</p> <p>The minutes of the regular or special meeting at which the executive session is held states the announced purpose of the executive session.</p>	<input type="checkbox"/>
<p>Extended End Time</p> <p>If the executive session is not completed by the originally announced end time, the presiding officer announces the extended end time in open session before returning to executive session.</p>	<input type="checkbox"/>
<p>Resumption</p> <p>Open session is not resumed until after the announced end time.</p>	<input type="checkbox"/>

MEETING DATE

FORM COMPLETED BY

ATTENDEES

DISCLAIMER: This checklist is meant to provide summary information on executive sessions; the checklist is not intended to be regarded as specific legal advice. Consult with your agency's attorney for guidance on specific situations.

Attachment A

Skamania County Preliminary Budget 2024	2024	
	Revenue	Expense
CURRENT EXPENSE		
Boundary Review Board	-	5,128.00
Commissioners	3,000.00	706,361.00
Public Defender	-	220,160.00
Superior Court	50,619.00	287,136.00
Clerk	70,000.00	445,000.00
District Court	118,450.00	610,592.00
Treasurer	556,010.00	454,635.00
Auditor	321,600.00	694,420.00
Assessor	1,400.00	582,670.00
Board of Equalization	-	13,466.00
Prosecutor	130,500.00	1,030,200.00
Support Enforcement	51,665.00	51,277.00
Civil Service	-	1,250.00
Buildings & Grounds	107,700.00	1,022,302.00
Information Technology	15,500.00	586,374.00
Sheriff	588,980.00	3,662,456.00
Probation	45,750.00	216,049.00
Jail	479,150.00	1,378,739.00
Jail Work Crew	65,750.00	129,862.00
Emergency Management	72,220.00	64,639.00
Juvenile Services	79,125.00	300,245.00
Noxious Weed	352,323.00	395,507.00
Community Development Planning (0010.310)	297,786.00	542,306.00
Coroner	8,000.00	51,929.00
Community Events & Recreation	273,500.00	397,685.00
Human Resources	-	422,047.00
External Services	10,120.00	425,895.00
Sub Total	3,699,148.00	14,698,330.00
Operating Transfers Out		
To Law Library	-	5,000.00
To Senior Services	-	450,840.00
To County Road (snowplow)	-	10,000.00
To C/R Contingent Liability	-	50,000.00
	-	-
	-	-
Subtotal Op Transfers Out	-	515,840.00
Non-Departmental Revenue	14,172,940.00	2,750,000.00
Current Expense Total	17,872,088.00	17,964,170.00
Difference	(92,082.00)	

Skamania County Preliminary Budget 2024		2024		
SPECIAL REVENUE FUNDS	Beginning Cash	Revenue	Expense	Ending Cash
C/R Insurance	-	-	-	-
C/R Contingent Liability	200,000.00	50,000.00	250,000.00	-
C/R Salaries and Wages	1,056,010.00	-	1,056,010.00	-
C/R Buildings and Grounds	370,451.00	-	370,451.00	-
C/R Facilities and Land	168,732.00	-	168,732.00	-
C/R Loan	-	2,750,000.00	2,750,000.00	-
C/R Information Technology	304,345.00	-	304,345.00	-
Hotel/Motel Tax	548,671.00	200,000.00	292,585.00	456,086.00
Crime Victims Compensation	117,918.00	74,386.00	70,050.00	122,254.00
Law Library	-	6,460.00	3,800.00	2,660.00
Sheriff Drug Investigation Fund	15,800.00	1,500.00	9,960.00	7,340.00
SARS/EMS	5,000.00	2,000.00	2,600.00	4,400.00
Emergency 911	180,000.00	609,394.00	673,438.00	115,956.00
Inmate Welfare	48,000.00	26,000.00	38,000.00	36,000.00
Sheriff Criminal Investigation	29,000.00	6,000.00	17,316.00	17,684.00
Treasurers O&M	31,100.00	5,000.00	700.00	35,400.00
Cable TV Fund	68,998.00	8,500.00	3,500.00	73,998.00
Community Health	766,000.00	4,034,140.00	3,818,075.00	982,065.00
Opioid Fund	39,542.00	40,000.00	40,000.00	39,542.00
Senior Services	-	1,480,790.00	1,480,790.00	-
Veterans Relief	202,700.00	171,935.00	166,235.00	208,400.00
Election Reserve	230,000.00	15,000.00	22,000.00	223,000.00
Auditors O&M	265,000.00	48,000.00	114,900.00	198,100.00
Affordable Housing	106,000.00	18,000.00	124,000.00	-
County Clerk Collections	65,468.00	1,500.00	1,500.00	65,468.00
Real Estate Excise Tax	50,000.00	8,000.00	28,000.00	30,000.00
Trial Court Improvement	34,978.00	12,704.00	16,700.00	30,982.00
Nuisance Control	44,581.00	-	44,581.00	-
DNR/GNA Forester	25,469.00	156,000.00	133,184.00	48,285.00
Wind River Business Park	224,000.00	342,450.00	459,738.00	106,712.00
Title III - General	31,725.00	171,011.00	202,736.00	-
Homeless Housing & Assistance	314,935.00	69,821.00	149,339.00	235,417.00
Family Support Fund	32,500.00	1,025.00	33,525.00	-
County Road	3,950,000.00	5,462,321.00	6,382,735.00	3,029,586.00
C/R County Road	798,274.00	-	-	798,274.00
American Rescue Plan (ARPA)	4,042,965.00	-	1,200,000.00	2,842,965.00
Subtotal Special Revenues	14,368,162.00	15,771,937.00	20,429,525.00	9,710,574.00

CAPITAL IMPROVEMENT FUNDS

Capital Imp 0.09 (3010.000)	500,000.00	200,000.00	220,000.00	480,000.00
Capital Imp REET (3010.100)	110,389.00	200,000.00	203,000.00	107,389.00
Capital Imp Fair (3010.200)	664,535.00	70,000.00	205,000.00	529,535.00
Total Capital Improvement Fund	1,274,924.00	470,000.00	628,000.00	1,116,924.00

ENTERPRISE FUNDS

Solid Waste	664,544.00	1,185,000.00	1,714,544.00	135,000.00
Building Inspec & Enviro Health Srv	390,000.00	745,875.00	693,466.00	442,409.00
Total Enterprise Funds	1,054,544.00	1,930,875.00	2,408,010.00	577,409.00

Skamania County Preliminary Budget 2024	2024			
	SPECIAL REVENUE FUNDS	Beginning Cash	Revenue	Expense

INTERNAL SERVICE FUND

ER&R General 5010.000	354,623.00	731,352.00	810,975.00	275,000.00
ER&R County Road 5010.101	394,846.00	342,919.00	342,919.00	394,846.00
ER&R Sheriff's Vehicles 5010.102	187,664.00	71,022.00	71,022.00	187,664.00
ER&R CE Vehicles 5010.103	119,094.00	99,524.00	99,524.00	119,094.00
ER&R Solid Waste Vehicles 5010.104	182,740.00	46,769.00	142,710.00	86,799.00
ER&R Seniors Replacement 5010.105	18,192.00	17,000.00	35,192.00	-
ER&R Weed Replacement 5010.106	5,000.00	-	-	5,000.00
ER&R CR Computer Repl 5010.107	14,150.00	10,859.00	4,800.00	20,209.00
ER&R Comm Health Comp Repl 5010.108	35,863.00	22,195.00	20,000.00	38,058.00
ER&R Comp Replacement 5010.109	4,243.00	1,113.00	1,500.00	3,856.00
ER&R SW Computer Repl 5010.110	3,184.00	2,306.00	1,500.00	3,990.00
ER&R Sheriff Computer Repl 5010.111	41,117.00	23,955.00	24,000.00	41,072.00
ER&R Weed Computer Repl 5010.112	4,040.00	1,743.00	1,743.00	4,040.00
ER&R Seniors Computer Repl 5010.113	8,260.00	4,613.00	4,613.00	8,260.00
ER&R CE Computer Repl 5010.114	115,000.00	83,058.00	75,000.00	123,058.00
ER&R General Maintenance 5010.200	224,000.00	143,066.00	194,399.00	172,667.00
ER&R Radio Infrastructure 5010.201	55,658.00	18,176.00	-	73,834.00
ER&R Stores 5010.300	182,000.00	779,313.00	834,672.00	126,641.00
Equipment Rental & Revolving Total				
TOTAL SPECIAL REVENUE BUDGET	16,697,630.00	18,172,812.00	23,465,535.00	11,404,907.00
TOTAL CURRENT EXPENSE BUDGET		17,872,088.00	17,964,170.00	
TOTAL BUDGET	16,697,630.00	36,044,900.00	41,429,705.00	11,404,907.00

(92,082.00)

(92,082)

Non-Departmental Revenues

Non-Departmental Revenue Preliminary 2024	14,172,940.00
Carryover	1,889,867.00
Tax Collections	2,575,615.00
Sales and Use Tax	1,528,000.00
Criminal Justice Sales Tax	182,000.00
Leasehold Excise Tax	7,000.00
Private Harvest Tax	150,000.00
PILT - Rock Cove	1,500.00
PILT - CRGNSA	1,300.00
Federal Forest Funds	1,137,408.00
Fed In Lieu of Taxes - PILT	350,000.00
Fed In Lieu of Taxes - Fish and Wildlife	1,500.00
PUD Privilege Tax	140,000.00
Other State Forest Board Purchase	1,500.00
Tbr Sales St Forest Bd Purchase	10,000.00
Co Assistance	300,000.00
PILT - NAP/NARCA	22,000.00
Criminal Justice	300,000.00
Marijuana Excise Tax	16,000.00
Liquor Excise Tax	25,000.00
Liquor Board Profits	32,000.00
Int on Sales Tax	2,000.00
Interest on State Forest Boards	-
Other State Forest Board Transfers	950,000.00
Restitution	-
Interfund Loans Received	2,750,000.00
Tbr Sales St Forest Bd Transfers	1,800,000.00
DNR Interest	250.00

Non-Departmental Revenue 2023 (thru supp #2)	12,276,965.00
Carryover	2,990,450.00
Tax Collections	2,575,615.00
Sales and Use Tax	1,400,000.00
Criminal Justice Sales Tax	160,000.00
Leasehold Excise Tax	8,000.00
Private Harvest Tax	150,000.00
PILT - Rock Cove	800.00
PILT - CRGNSA	1,300.00
Federal Forest Funds	1,452,000.00
Fed In Lieu of Taxes - PILT	330,000.00
Fed In Lieu of Taxes - Fish and Wildlife	1,100.00
PUD Privilege Tax	130,000.00
Other State Forest Board Purchase	1,500.00
Tbr Sales St Forest Bd Purchase	10,000.00
Co Assistance	300,000.00
PILT - NAP/NARCA	20,000.00
Criminal Justice	275,000.00
Marijuana Excise Tax	15,000.00
Liquor Excise Tax	22,000.00
Liquor Board Profits	32,000.00
Int on Sales Tax	2,000.00
Interest on State Forest Boards	200.00
Other State Forest Board Transfers	-
Restitution	-
Interfund Loans Received	1,200,000.00
Tbr Sales St Forest Bd Transfers	1,200,000.00

Difference in revenue 2024 vs 2023	1,895,975.00
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NOTICE OF PUBLIC HEARING
Before the
Board of Skamania County Commissioners

PURPOSE: The Skamania County Board of Commissioners hereby gives notice that the 2024 Preliminary Budget has been completed and placed on file for the ensuing fiscal year. A public hearing will be held to consider adoption of the 2024 Preliminary Budget.

Any taxpayer may appear and be heard for or against any part of the budget. County officials in charge of departments may be questioned by the Commissioners or any taxpayer present concerning itemized estimates of revenues and expenditures for their department.

Oral and written comments will be considered at the public hearing by the Board of Commissioners and must be received by the Clerk of the Board by 12:00 PM on the Monday preceding the date of the public hearing. Written comments may be sent to Skamania County Board of Commissioners, Attn: Lisa Sackos, Clerk of the Board, PO Box 790, Stevenson, WA 98648 or sackos@co.skamania.wa.us. Anyone interested may appear and be heard.

Copies of the 2024 Preliminary Budget are available to the public in the Commissioners' Office, Room 15, 240 NW Vancouver Avenue, Stevenson, WA or may be viewed on our website at www.skamaniacounty.org.

DATE: Tuesday, October 31st, 2023
TIME: 5:30 PM
PLACE: Skamania County Courthouse, Room No. 18 (lower level)
240 NW Vancouver Avenue
Stevenson, WA

Commissioner Meetings are open to public attendance via ZOOM or in person.

ZOOM numbers are as follows:

Dial: 1 346 248 7799 (US)

Meeting ID: 889 0632 1210

Zoom Link: <http://us02web.zoom.us/j/88906321210>

The Skamania County Courthouse is accessible for persons with disabilities. Please contact us if special accommodation is needed: (509) 427-3700.

DATED this 10th day of October, 2023.

Lisa Sackos
Clerk of the Board

Publish: October 18th, 2023 and October 25th, 2023

DATE: **October 10th, 2023**

TO: **The Skamania County Pioneer**
PO Box 250
Stevenson, WA 98648

FROM: **Skamania County Commissioners**
Clerk of the Board
PO Box 790
Stevenson, WA 98648

Please publish the following documents on the dates indicated:

1. Document: Notice of public hearing to consider the adoption of the 2024 Preliminary Budget
Publish as: Legal Notice
Publish on: October 18th, 2023 and October 25th, 2023
Send Bill to: Commissioners

NOTICE OF PUBLIC HEARING
Before the
Board of Skamania County Commissioners

PURPOSE: The Skamania County Board of Commissioners hereby gives notice that a public hearing will be held to consider adoption of the 2024 Final Budget and to consider setting 2024 Current Expense and County Road Property Tax Levies.

Oral and written comments will be considered at the public hearing by the Board of Commissioners and must be received by the Clerk of the Board by 12:00 PM on the Monday preceding the date of the public hearing. Written comments may be sent to Skamania County Board of Commissioners, Attn: Lisa Sackos, Clerk of the Board, P.O. Box 790, Stevenson, WA 98648 or sackos@co.skamania.wa.us. Anyone interested may appear and be heard.

DATE: Tuesday, December 12th, 2023
TIME: 5:30 PM
PLACE: Skamania County Courthouse, Room No. 18 (lower level)
240 NW Vancouver Avenue
Stevenson, WA

Commissioner Meetings are open to public attendance via ZOOM or in person. ZOOM numbers are as follows:

Dial: 1 346 248 7799 (US)
Meeting ID: 889 0632 1210
Zoom Link: <http://us02web.zoom.us/j/88906321210>

The Skamania County Courthouse is accessible for persons with disabilities. Please contact us if special accommodation is needed: (509) 427-3700.

DATED this 31st day of October, 2023.

Lisa Sackos
Clerk of the Board

Publish: November 8th and November 15th, 2023

DATE: **October 31st, 2023**

TO: **The Skamania County Pioneer**
PO Box 250
Stevenson, WA 98648

FROM: **Skamania County Commissioners**
Clerk of the Board
PO Box 790
Stevenson, WA 98648

Please publish the following documents on the dates indicated:

Document: **Notice of public hearing to consider adoption of the 2024 Final Budget and to consider setting 2024 Current Expense and County Road Property Tax levies**

Publish as: **Legal Notice**

Publish on: **November 8th and November 15th, 2023**

Send Bill to: **Commissioners**