

**BOARD OF SKAMANIA COUNTY COMMISSIONERS**  
**Skamania County Courthouse**  
**240 NW Vancouver Ave. Lower Level, Room 18**  
**Stevenson, WA 98648**

**Minutes for Meeting of November 12-13, 2019**

The Commissioners held a Special Meeting on Tuesday, November 12, 2019 for the purpose of holding an Executive Session pursuant to RCW 42.30.110(1)(i) current or potential litigation. The meeting was called to order at 1:36 p.m. at the Commissioners' Meeting Room, 240 NW Vancouver Avenue, in Stevenson with Commissioners Robert Hamlin, Tom Lannen, and Richard Mahar, Chair present.

The Chair announced the executive session would last for 45 minutes, at 2:20 p.m. the Chair announced they would be in session for 20 more minutes, at 2:40 p.m. the Chair announced they would need 15 more minutes.

The meeting recessed at 2:55 p.m. and reconvened the next day, November 13, 2019 at 9:00 a.m. with Commissioners Robert Hamlin, Tom Lannen, and Richard Mahar, Chair present.

The Board met at 9:00 a.m. on November 13, 2019 for a staff meeting at the Commissioner's Meeting Room, 240 NW Vancouver Avenue in Stevenson. Alex Hays, Manager of Cultural Events and Recreation reported on the Exhibit Hall Roof project, Lodging Tax funding awards, events, potential pitching machines for the barn, and a new projector for the auditorium. He also announced a Fair Board meeting will be held on November 20, 2019. Toni Farris, Probation Officer reported on Drug Court and Court, and what she does to prepare for it. Sophie Miller, Project Manager for Senior Services reported on an Area Agency on Aging and Disabilities of Southwest Washington audit. She also reported on the Energy Assistance program, Medicare Part B, the effects of the transit budget with the approval of I-976. State Legislators will be meeting with the Board on December 4<sup>th</sup> and this subject will be addressed. Heidi Penner, Financial Management Administrator reported on budget workshops, her schedule to work on Friday, October revenue and expenditure spreadsheet, Journal entries, loans and transfer non department revenues, and position budgeting software. It was discussed and no Department Head reports will be held on November 19<sup>th</sup>.

The meeting recessed at 9:23 a.m.

The Commissioners business meeting was called to order at 9:30 a.m. on November 13, 2019 at the Commissioners' Meeting Room, 240 NW Vancouver Avenue in Stevenson, with Commissioners Robert Hamlin, Tom Lannen and Richard Mahar, Chair present.

The Pledge of the Allegiance was led by Darin Bartley, West End resident.

Darin Bartley reported on an ongoing nuisance complaint in his neighborhood.

Commissioner Hamlin moved, seconded by Commissioner Lannen to approve the Consent Agenda as follows:

1. Minutes of October 22, 2019 meeting
2. VEBA Service Group, Corrected Schedule A
3. Liquor license application for Simperts Family Estate
4. Resolution 2019-47 Updating the Skamania County Community Action Plan

5. Set public hearing for Supplemental Budget #5 for 2019, Resolution 2019-48
6. Resolution 2019-49 partially re-pay current expense loan
7. Resolution 2019-50 Interfund Loan to Current Expense
8. Set a Public Hearing for 5:30 p.m. on December 17, 2019 to take public comment and consider the 2020-2025 Six-Year Transportation Improvement Program
9. Contract Amendment #6 with Beacon Health Options, Inc. to extend funding for chemical dependency services
10. Contract with Washington State Department of Transportation, consolidated grant contracts for Service Services transportation programs
11. Contract Renewal with Washington State Department of Commerce for improvement of criminal justice and community response to violence against women
12. Contract with Department of Licensing to appoint the Skamania County Auditor's office as an agenda of Department of Licensing

Commissioner Lannen moved, to approve vouchers in the amount of \$384,336.40 with \$141,095.74 being Current Expense, covering warrants #173919-#173991. The motion was seconded by Commissioner Hamlin and it carried unanimously.

The Board reported on various meetings they attended. Commissioner Hamlin reported on attending the MCEDD Gorge Economic Symposium, the MCEDD Loan Administration Board meeting, Southwest Clean Air, and Chamber Small Business Showcase. He also met with Jacob Anderson, Emily Platt and Dave Olson to discuss the Good Neighbor Authority and other forest issues. Commissioner Lannen reported on meeting with Congresswoman Jaime Herrera-Beutler's Washington DC legislative assistant to discuss Wind River Business Park conveyance, Secure Rural Schools funding, and a land acquisition requested by the Cowlitz Indian Tribe. He also met with Agnes Brody of the Department of Natural Resources. Other items he discussed were American Forest Resource County, and WSAC Federal legislative priorities. Commissioner Mahar reported on Health Skamania. Commissioner Mahar reported that all afternoon agenda meetings were cancelled.

The meeting recessed at 9:52 a.m. and reconvened the same day at 10:19 a.m. with Commissioner Robert Hamlin, Tom Lannen and Richard Mahar, Chair present.

The Board met for Department Head reports.

Tim Elsea, Public Works Director/County Engineer reported on Engineering, County Road, ER & R, Solid Waste, Planning, Environmental Health, Building & Fire Safety, Information Technology, Buildings and Grounds and Wind River Business Park.

Kirby Richards, Community Health Director was not able to attend, but submitted a written report on Behavioral Health, Public Health and Developmental Disabilities.

The meeting recessed at 10:53 a.m. and reconvened the same day at 11:02 a.m. with Commissioners Robert Hamlin, Tom Lannen and Richard Mahar, Chair present.

The Board met to discuss regulations and enforcement of short-term rentals (STVRs). Alan Peters, Assistant Planning Director, Alan Peters led a discussion that involved definitions of short-term rentals, summary of the existing code related to STVRs. Washington House Bill 1798 that defines several terms related to STVRs, required taxes, and liability insurance was also discussed. Reasons to regulate STVRs

were given, and the importance of determining what types of land use limitations and licensing requirements would be established. STVR Codes from other jurisdictions within the state were presented. The Planning Staff proposed to work directly with the Board on drafting new use limitations and licensing requirements for STVRs to be adopted and implemented in 2020. Commissioner Lannen moved, seconded by Commissioner Hamlin and motion carried unanimously to collaborate with the Planning Commissioner and the public to address the issue of short-term vacation rentals and adopt policies policy by August of 2020.

The meeting recessed at 11:56 a.m. and reconvened the same day at 2:33 p.m. with Commissioners Robert Hamlin, Tom Lannen and Richard Mahar, Chair present.

The Board met with Gabe Spencer, Assessor for updates regarding the Brownfield Grant. Gabe reported on site eligibility, Level a and Level 2 site reviews being finalized. He also reported on the grant funding.

The meeting recessed at 2:46 p.m. and reconvened at 3:07 p.m. the same day at 3:07 p.m. with Commissioners Robert Hamlin, Tom Lannen and Richard Mahar, Chair present.

The Board met in Executive Session pursuant to RCW 42.30.110(1)(i), potential litigation with Prosecutor Adam Kick, and Public Works Director Tim Elsea for 30 minutes. At 3:35 p.m. the Chair announced they would need 20 more minutes, and at 3:55 p.m. the Chair announced they would need 6 more minutes. The session ended at 4:01 p.m.

The meeting recessed at 4:05 p.m. and reconvened the same day at 4:14 p.m. with Commissioners Robert Hamlin, Tom Lannen and Richard Mahar, Chair present.

Commissioner Hamlin moved, seconded by Commissioner Lannen and the motion carried unanimously to approve a job description for a Registered Nurse for Community Health and set the salary range at Range 24.

The Board met in a workshop to discuss the personnel policy. It was decided that the policy will be given to employees to look at for two weeks, then will be sent to union for two weeks.

The meeting recessed at 4:33 p.m. and reconvened the same day at 5:30 p.m. with Commissioners Robert Hamlin, Tom Lannen and Richard Mahar, Chair present.

The Board held a Public Hearing to receive public comments and consider adoption of the 2020 Preliminary Budget. Heidi Penner, Financial Management gave a staff report. She reported information has been entered into Eden with a draft for final budget to be worked on Friday of that week. The Preliminary budget was presented with a \$718,000 deficit. There was no public comment. The Board discussed ideas for balancing the budget and discussed a potential carryover amount of \$2.3 million. Commissioner Hamlin moved, seconded by Commissioner Lannen and the motion carried unanimously to approve the 2020 Preliminary Budget as presented.

Commissioner Lannen moved, seconded by Commissioner Hamlin and motion carried unanimously to set a public hearing for 5:30 p.m., Tuesday, December 17, 2019 to consider adoption of the 2020 Final Budget and to consider setting the Current expense and county Road Property Tax Levies.

The meeting adjourned at 5:37 p.m.

**ATTEST:**



*Debbie Shaw*

**Clerk of the Board**

**BOARD OF COMMISSIONERS  
SKAMANIA COUNTY, WASHINGTON**

*[Signature]*

**Commissioner**

*J. M. Lamm*

**Commissioner**

*[Signature]*

**Commissioner**

Aye	<u>3</u>
Nay	<u>0</u>
Abstain	<u>0</u>
Absent	<u>0</u>