

BOARD OF SKAMANIA COUNTY COMMISSIONERS
Meeting of June 3, 2014

The Board met at 9:00 a.m. on June 3, 2014 for a staff meeting at the Commissioner's Meeting Room, 240 NW Vancouver Avenue in Stevenson, with Commissioners Christopher Brong, Chair, Doug McKenzie and Robert Anderson present. Discussion included submittal of the annual report, upcoming state audit scheduled for August 11, 2014, drafting the 2015 Budget schedule, an error on warrant #145641 in the current voucher run, the need to increase the amount of the union negotiator contract through a supplemental budget, a request from Mill-A Volunteers for a letter of non objection to a special occasion liquor license for a fundraiser, and an upcoming Resource Advisory Committee conference call at 10:00 a.m. this morning.

Auditor Tim Todd presented a comparison of two proposed job descriptions for the new Financial Management Coordinator position, advised of reviewing his comments with the potential candidate, and recommended Commissioner McKenzie's version that contained minor changes from the first version. The Board was in agreement to forward Commissioner McKenzie's version of the proposed new job description to Human Resources for submission to the Union.

The meeting recessed at 9:22 a.m.

The meeting was called to order at 9:30 a.m. June 3, 2014 at the Commissioner's Meeting Room, 240 NW Vancouver Avenue in Stevenson, with Commissioners Christopher Brong, Chair, Doug McKenzie and Robert Anderson present, opening with the Pledge of Allegiance.

Mary Repar, Grange Master for Stevenson Grange 121 extended an invitation to upcoming Grange events.

Dan Boyes advised of an upcoming seminar on the History of the Constitution to be presented by Chrisann Hall on August 2, 2014 at the Hegewald Center.

Commissioner Anderson moved, seconded by Commissioner McKenzie and motion carried unanimously to approve the Consent Agenda as follows, noting that approval for items 5, 6 and 7 are contingent upon approval as to form by the Prosecutor:

1. Minutes of May 28, 2014.
2. Authorization to purchase a chain saw to replace a worn out chain saw for road maintenance activities.
3. Letter of recommendation to USDA Forest Service Regional Biomass Coordinator for Wind River Biomass Utility LLC W2E Grant Application.
4. Certifications and Assurances of compliance to Department of Transportation for Federal transit assistance to support public transportation projects.
5. Agreement with Department of Ecology to provide funding for Coldwater Lake Integrated Aquatic Vegetation Management Plan Project.
6. Contract with AC Power Technology, Inc to provide on-site emergency services for UPS System at the Sheriff's Office.
7. Memorandum of Understanding with USDA Forest Service to document a framework of cooperation between the Forest Service and multiple parties for the use of the Pine Creek Information Center.

Commissioner McKenzie moved, seconded by Commissioner Anderson and motion carried unanimously to approve a personnel pre-hire request from General Services to allow two options for filling a second On Call Event Staff position previously approved on April 1, 2014.

1. Hire one individual to fill the On Call Event Staff position up to 40-hours per week; or

2. Hire two individuals to fill the On Call Event Staff position, with neither of the collective hours exceeding 40-hours per week total.

Commissioner McKenzie moved, seconded by Commissioner Anderson and motion carried unanimously to approve vouchers for the period ending June 2, 2014 in the total amount of \$89,150.34, minus warrant #145641 in the amount of \$400.00 that will be cancelled due to a clerical error.

Commissioner Anderson moved, seconded by Commissioner McKenzie and motion carried unanimously to approve a letter to Washington State Liquor Control Board advising that Skamania County Board of Commissioners has no objection to a special occasion liquor license being issued to the Mill-A Volunteers for a fundraiser to be held on July 4, 2014.

Commissioner Anderson left the meeting to participate in a Resource Advisory Committee conference call.

The Board gave updates on their attendance at various meetings. Commissioner McKenzie reported on the Probation Office vacancy issue, meeting with the Juvenile Probation Administrator, Senior Volunteer of the Year award to Frances Heller, union discussions, and the Assessor's need for an appraiser. Commissioner Brong reported on a meeting with Southwest Washington Behavioral Health Director and an upcoming SWBH Governing Board meeting on June 5, 2014 at the Hegewald Center.

The meeting recessed at 9:47 a.m. and reconvened at 10:02 a.m., with Commissioners Brong and McKenzie present.

Department Heads presented the following reports:

- Kirby Richards, Community Health Director reported on behavioral health, public health, and developmental disabilities.
- Ann Lueders, Acting General Services Director reported on department activities, facilities management, events & recreation, human resources, risk management, senior services and information technology.
- Larry Douglass, Public Works Director reported on Engineering, County Road, ER&R, Solid Waste, and Community Development.

The Board participated in a workshop with Public Works regarding an upcoming Household Hazardous Waste Collection Event and reappropriation of funds, with no action taken.

The meeting recessed at 10:23 a.m. and reconvened at 1:30 p.m., with Commissioners Brong, McKenzie and Anderson present.

The Board participated in a workshop with Elected Officials, Department Heads and staff regarding the implementation of changes to the voucher process. Heidi Penner, Financial Management Administrator gave an overview of upcoming changes to the current processing of vouchers by requiring all departments to enter their invoices into the Eden Financial System, and advised that formal training for departments would be scheduled in mid-to-late June, with final implementation to be set following training.

Commissioner Anderson gave an update on the encumbered State Forest Trust Lands transfer and an upcoming visit with Senator King and Representative Johnson regarding local road issues.

The meeting adjourned at 2:22 p.m.

ATTEST:



James Johnson
Clerk of the Board

BOARD OF COMMISSIONERS
SKAMANIA COUNTY, WASHINGTON

[Signature]
Commissioner

[Signature]
Commissioner

Robert Anderson
Commissioner

Aye 3
Nay _____
Abstain _____
Absent _____