

BOARD OF SKAMANIA COUNTY COMMISSIONERS
Meeting of October 6, 2015

The Board met at 9:00 a.m. on October 6, 2015 for a staff meeting at the Commissioner's Meeting Room, 240 NW Vancouver Avenue in Stevenson, with Commissioners Christopher Brong, Doug McKenzie, Chair and Bob Hamlin present. Debbie Slack, Financial Management Coordinator, discussed scheduling for EMS District #. Heidi Penner, Financial Management Officer, introduced Tina McLemore, temporary clerical assistant for the Commissioners' office. She also discussed, approval by the State Auditor's office to charge indirect cost rate on Title III expenditures, 1099 file, preliminary budget workshops, interfund loans and budget. Ann Lueders, Programs and Administration Manager for Community Events and Recreation, annual facilities use, Poultry show, Pumpkin Patch and a dog show. Debi Van Cam, Human Resources Director, discussed accounting position shared between Community Health and Senior Services. Commissioner Brong will meet with Community Health Director, Kirby Richards to discuss position and Arlene Johnson, Senior Services Director will amend her 2016 budget request pertaining to this position. Arlene Johnson, Senior Services Director discussed office scheduling for Christmas Eve.

The meeting recessed at 9:21 a.m.

The Commissioners business meeting was called to order at 9:30 a.m. October 6, 2015 at the Commissioner's Meeting Room, 240 NW Vancouver Avenue in Stevenson, with Commissioners Doug McKenzie, Chair, Bob Hamlin and Christopher Brong present, opening with the Pledge of Allegiance led by Vickie Clelland, Treasurer.

Mary Repar, Stevenson Grange 121, Grange Master invited the Commissioners to two upcoming events, Dirt Hugger, that talks about composting, and a class on weaving, by Mary Davis. Mary also asked the Board to think about limiting development and to keep filling in wetlands at the top of the list.

Jerry Smith, Klickitat County resident, and member of the Veterans Advisory Board for Klickitat County, came to inform the board of the excellent job, Roger Proctor a Veterans Service Officer from Vancouver has done for the Veterans Advisory Board in Klickitat County. He stated that after hiring Mr. Proctor, 1 million dollars was put in veterans hands in one year.

Dan Henderson, Klickitat County resident, and member of the Veterans Advisory Board for Klickitat county, said ditto to Jerry Smith's comments, he is also in support of Mr. Proctor, and that he is right on claims once they are submitted.

Cam Thomas, Underwood resident, and veteran, has known of the work being done by Jerry Smith and the contribution to helping Skamania County veterans that live from day to day.

Larry Mulcihy, Carson resident, remarked to the Board that he had also made public comment 2 weeks ago with 5 items, but ran out of time because of the meter used to measure how long someone is speaking. He told the Board he lives in a house on a road that the county road department built in 1967. Mr. Mulcihy said the road invades his property and asked why they can come on his property to dump. He told the Board that there is a Dead End sign on the road, but that the road does not end nor is it dead. He also told the Board he and his wife are adopting two girls ages two and three. He believes the children should be able to play without someone crashing down the road as if they get hurt it could end in litigation.

Commissioner McKenzie announced that Roger Proctor, Veterans advocate would be meeting with the Board at 11 am and mentioned that Mary Repar has been working hard with veterans.

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

1. Minutes September 29, 2015
2. Acknowledge letter from Washington State Liquor and Cannabis Board approving issuance of license to Kim Sue Glass Works for Marijuana Producer Tier 1 and Marijuana Processor
3. Renewal of contract with Christopher R. Lanz for legal consultation for CASA
4. Contract with Mary Ellen Grode to provide a service to seniors at Hegewald Center and create amendment to establish percentage of fees sent to Instructor
5. Ratify Community Health Memorandum of Understanding with Community Health Plan of Washington to provide certain Behavioral Health (mental Health and Chemical Dependency) services with compensation agreement
6. Authorize Board of Commissioners' Chair to sign the Title VI annual report for 2015, that includes projects for October 2014 through September 2015

The Board acknowledged receipt of a letter from Public Works Director, Larry Douglass, requesting delay in a pay increase. The letter was read into the record by Commissioner McKenzie. The Board decided to have the Prosecutor review the letter for compliance with the employee's contract. After review, if the Prosecutor finds the letter to be in compliance, the Board agrees to accept the request.

Commissioner Brong moved, seconded by Commissioner Hamlin and motion carried unanimously to approve vouchers for the period ending October 1, 2015 in the total amount of \$1,051,360.48 with \$80,783.47 being Current Expense.

Commissioner Hamlin moved, seconded by Commissioner Brong and motion carried unanimously to approve payroll for the pay period September 16-30, 2015 in the total amount of \$458,265.04 with \$264,329.01 being Current Expense.

The Board gave updates on their attendance at various meetings. Commissioner Brong reported on his meeting with SW Behavioral Health. He also reported on the American Land Council conference he attended. Commissioner Hamlin reported on meeting with Shari Hildreth, aide to Congresswoman Jaime Herrera-Beutler to discuss federal acquisition of land in the National Scenic Area. He also reported that an email from Mary Repar to SW Clean Air Director, Uri Papish supporting an air quality monitor installation on the Courthouse roof had been received. He reported to the Board that SW Clean Air is not interested in installing the monitor at this time and the cost for a monitor is around \$10,000. Commissioner Hamlin also participated in a Lower Fish Recovery Board meeting, and met with Mary Grode, on fish issues on the Washougal River. Commissioner McKenzie reported that he had several meetings with departments on budgets.

A workshop to discuss the Note Fund was not held.

Department Heads presented the following reports:

- Kirby Richards, Community Health Director reported on Behavioral Health, Public Health and Developmental Disabilities. She also reported on a compliance audit, and a Medicaid Request for Proposals.
- Larry Douglass, Public Works Director was on annual leave. He submitted a written report on Engineering, County Roads, ER & R, Solid Waste, Planning, Environmental Health, Building & Fire Safety, Building and Grounds and Information Technology

The meeting recessed at 10:01 a.m. and reconvened at 10:30 a.m. the same day with Commissioners Doug McKenzie, Chair, Christopher Brong and Bob Hamlin, in attendance.

The Board participated in a workshop with Roger Proctor, a veterans service officer to discuss benefits available to veterans. Mr. Proctor informed the Board of the services he offers to help veterans and work he does with Veterans Advisory Board. The Board discussed contract terms with him, and asked that he work with the Auditor and meet with the Veterans Advisory Board.

The meeting recessed at 10:50 a.m. and reconvened the same day at 11:00 a.m. with Commissioners Doug McKenzie, Chair, Christopher Brong and Bob Hamlin, in attendance.

The Board participated in 2016 Preliminary Budget workshops for Sheriff 's budgets with no action taken.

The meeting recessed at 11:26 am and reconvened the same day at 1:33 p.m.

The Board met with Director, Krystyna Wolniakowski, of the Columbia River Gorge Commission. Krystyna reported on plans for updating the two year work plan, hiring of a new planner, GIS capabilities, a legislative tour, and a Government to Government summit. She thanked Commissioner Hamlin for attending the Washington State Legislators Tour on August 17th. Other items discussed with the Board were pending lawsuits and appeals, Towns to Trails project, and permitting requirements.

The meeting recessed at 2:04 p.m.

The Board met in an Executive Session with the Prosecutor for 15 minutes, pursuant to RCW. 42.30.110 (i) to discuss litigation. At 2:19 pm the Chairman McKenzie announced they would be in session an additional 5 minutes. The Board came out of Executive Session at 2:24 p.m.

The Board met in an Executive Session with the Prosecutor and Human Resources for 10 minutes, pursuant to RCW. 42.30.110(i) to discuss potential litigation. The Board came out of Executive Session at 2:34 pm.

The meeting reconvened at 2:38 pm the same day with Commissioners Doug McKenzie, Chair, Christopher Brong and Bob Hamlin present.

The Board participated in a workshop with Jason Spadero of SDS Lumber Company for a Whistling Ridge project update and to discuss private forest land tax issues. Mr. Spadero relayed to the Board that Friends of the Gorge have filed an appeal on the Bonneville Power Administration NEPA for the Whistling Ridge project. He also discussed the land use permit. Included in the discussion on private forest land tax issues was how the forest harvest excise tax is distributed to county taxing districts, when it is distributed, and the priorities for distribution. Also discussed was public recreation on private lands. Examples of leases, fees or restrictions on recreation on forest and agriculture lands, include: Fees to hunt agricultural lands throughout the State, hunting by reservation and permission only, no hunting, grazing leases and mineral leases.

The meeting recessed at 3:17 p.m.

The Board met in an Executive Session at 3:30 p.m. with the Prosecutor for 15 minutes to discuss the Wind River Business Park Lease, pursuant to RCW 42.30.11 (c). At 3:45 p.m. Chairman McKenzie announced they would be in session for 15 more minutes. At 4:00 p.m. Chairman McKenzie announced

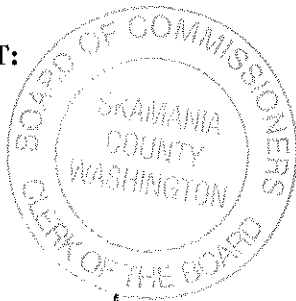
they would be in session for 15 more minutes. The Board came out of Executive Session at 4:15 p.m. with no action taken.

The Board met in an Executive Session at 4:15 p.m. with the Prosecutor for 15 minutes to discuss performance of an employee, pursuant to RCW 42.30.11 (g). At 4:30 p.m. Chairman McKenzie announced they would be in session for 10 more minutes. The Board came out of Executive Session at 4:38 p.m. with no action taken.

The meeting reconvened at 4:38 p.m. the same day with Commissioners Doug McKenzie, Chair, Christopher Brong and Bob Hamlin present.

The meeting adjourned at 4:39 p.m.

ATTEST:



Debbie Slack
Clerk of the Board

**BOARD OF COMMISSIONERS
SKAMANIA COUNTY, WASHINGTON**

[Signature]
Commissioner

[Signature]
Commissioner

[Signature]
Commissioner

Aye	<u>2</u>
Nay	<u>0</u>
Abstain	<u>0</u>
Absent	<u>1</u>

BOARD OF SKAMANIA COUNTY COMMISSIONERS
Meeting of October 13, 2015

The Board met at 9:00 a.m. on October 13, 2015 for a staff meeting at the Commissioner's Meeting Room, 240 NW Vancouver Avenue in Stevenson, with Commissioners Doug McKenzie, Chair and Bob Hamlin present. Debbie Slack, Financial Management Coordinator let the Board know that an Executive Session they wish to hold will be at noon. She also informed the Board there are difficulties with the audio recordings. Arlene Johnson, Senior Services Director said she will be working on the capital vehicle replacement fund. Ann Lueders, Programs and Administration Manager, said she is drafting a letter to explain the audio glitch that will be posted to the web site. She also talked about events, and meetings and informed the Board of her intent to resign from the County. She will be leaving in 45 days. Heidi Penner, Financial Management Coordinator, discussed line adjustments, journal entries, and Preliminary budget preparations, and adjustments. She also asked that the Auditor roll the budget to the Departmental level so departments can make changes to their budgets. She also discussed indirect and direct cost rate billings that are being worked on.

The meeting recessed at 9:15 a.m.

The Commissioners business meeting was called to order at 9:30 a.m October 13, 2015 at the Commissioner's Meeting Room, 240 NW Vancouver Avenue in Stevenson, with Commissioners Doug McKenzie, Chair, and Bob Hamlin present, opening with the Pledge of Allegiance led by Commissioner McKenzie.

Mary Repar, Stevenson Grange 121 told the Board the Dirt Hugger program will be held November 14, 2015 at the Stevenson Library. It is a community composting program. Also, she asked to speak singularly with each Commissioner in the near future to update them on a Veteran's Advisory Board meeting she attended on October 12, 2015.

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

1. Minutes October 6, 2015
2. Acknowledge receipt of resignation letter from Ginger Swanson, realtor for surplus property listings with Windermere Real Estate
3. Special Occasion Liquor License for Community Enrichment for Klickitat, to be held at Underwood Community Center

Commissioner Hamlin moved, seconded by Commissioner McKenzie and motion carried unanimously to approve vouchers for the period ending October 8, 2015 in the total amount of \$123,840.62 with \$48,733.67 being Current Expense.

The Board gave updates on their attendance at various meetings. Commissioner McKenzie reported on a Regional Transportation Policy meeting where the Prindle Shops project was discussed as well as the Wind River Junction. He also reported on the Regional Transportation Subcommittee meetings. Commissioner Brong joined the meeting. Commissioner Hamlin reported on his attendance at MCEDD, Chamber, and a Sustainable Forest Health meeting. Commissioner Brong reported that he had come from the Skamania Lodge where he welcomed the Columbia River Gorge Commission to the County. He also reported attending a Sustainable Action Forest meeting in Wilsonville.

The Board participated in the Note Fund Workshop. Commissioner McKenzie reported that we are just waiting for the funds from Secure Rural Schools and Encumbered Lands to pay the loan off.

The meeting recessed at 9:41 a.m. and reconvened the same day at 10:00 a.m. with Commissioners Doug McKenzie, Chair, Christopher Brong and Bob Hamlin present.

Department Heads presented the following reports:

- Kirby Richards, Community Health Director, reported on Behavioral Health, Public Health and Developmental Disabilities. She also reported on a One Community Health project in Skamania and Klickitat Counties
- Larry Douglass, Public Works Director reported on Engineering, County Road, ER&R, and Solid Waste as well as Planning, Environmental Health, Building & Fires Safety, Buildings & Grounds and Information Technology. He also reported on Washington State Department of Transportation public meetings, Overlook property lease, shoulder blading on the Upper Wind River, on call part time position for Solid Waste, Burn Ban release, and Underwood rental house.

The meeting recessed at 10:07 a.m. and reconvened at 10:30 a.m. the same day with Commissioners Doug McKenzie, Chair, Christopher Brong and Bob Hamlin, in attendance.

The Board met in a workshop with the Financial Management Officer, Auditor and Treasurer to discuss County finances. Heidi Penner, Financial Manager presented a revenue and expenditure spreadsheet to the Board showing budget requests for 2016 versus 2015 requests and actual expenditures and revenues received.

The meeting recessed at 10:55 a.m. and reconvened at 11:00 a.m. the same day with Commissioners Doug McKenzie, Chair, Christopher Brong and Bob Hamlin in attendance.

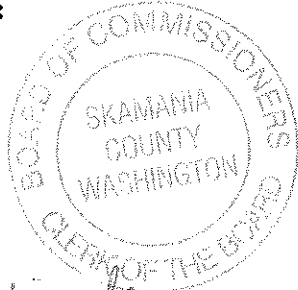
The Board participated in 2016 Preliminary Budget workshops for Commissioners' office budgets with no action taken.

The meeting recessed at 11:58 a.m. and reconvened the same day at 12:06 p.m. with Commissioners Doug McKenzie, Chair, Christopher Brong and Bob Hamlin present.

The Board met with Ann Lueders to discuss her resignation as Programs and Administration Manager, of Community Events and Recreation. Discussion included the need for a smooth transition, job description for the new position, advertising for the position, and background on Ann's 10 years with the County.

The meeting adjourned at 12:19 p.m.

ATTEST:



Debbie Slaw
Clerk of the Board

BOARD OF COMMISSIONERS
SKAMANIA COUNTY, WASHINGTON

[Signature]
Commissioner

[Signature]
Commissioner

[Signature]
Commissioner

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

APPROVED AS TO FORM
[Signature]
Skamania County Prosecutor

BOARD OF SKAMANIA COUNTY COMMISSIONERS
Meeting of October 27, 2015

The Board met at 9:00 a.m. on October 27, 2015 for a staff meeting at the Commissioner's Meeting Room, 240 NW Vancouver Avenue in Stevenson, with Commissioners Doug McKenzie, Chair, Bob Hamlin and Christopher Brong present. Debbie Slack, Financial Management Coordinator discussed the next step in the WRIA 29A process, informed the Board that Debi Van Camp would not be in staff meeting due to helping out with Pumpkin Patch and a non-agenda item to be approved in the regular business meeting. Heidi Penner, Financial Management Officer reported on completion on the past due annual reports for EMS District #1, indirect cost billing, the need for a budget workshop with the Board, and final health insurance rates for 2016. Arlene Johnson, Senior Services Director, reported that funds in the amount of \$22,000 have been awarded from the Veteran's Administration on a reimbursable basis.

The meeting recessed at 9:11 a.m.

The Commissioners business meeting was called to order at 9:30 a.m. October 27, 2015 at the Commissioner's Meeting Room, 240 NW Vancouver Avenue in Stevenson, with Commissioners Doug McKenzie, Chair, Bob Hamlin and Christopher Brong present, opening with the Pledge of Allegiance, led by Commissioner Hamlin.

There was no public comment.

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

1. Minutes of October 20, 2015
2. Set a public hearing for 5:30 PM Tuesday, November 24, 2015 to receive public comments and consider adoption of the 2016 Preliminary Budget
3. Liquor License renewals for Carson Ridge Luxury Cabins and Wind River Market & Gas
4. Contract for service with Kodak that will provide for future repairs and regular maintenance for ballot scanner.
5. Ratify Job Description for Manager of Programs and Administration
6. Agreement with Washington State Administrative Office of the Courts and Skamania County Juvenile to be reimbursed for purchase of computer and monitor.
7. Contract Amendment with TDJ CPA Incorporated for costs associated with the SAO Audit as well as a grant workshop to be provided for county departments in December.

Commissioner Hamlin moved, seconded by Commissioner Brong and motion carried unanimously to appoint Arlene Johnson to a position on the Lodging Tax Advisory Committee as one of two members who are persons involved in activities authorized to be funded by Lodging Tax revenue.

Commissioner Hamlin moved, seconded by Commissioner Brong and motion carried unanimously to approve vouchers for the period ending October 22, 2015 in the total amount of \$174,260.97 with \$27,196.07 of the total being expended from Current Expense.

WSU Extension report was cancelled.

The Board participated in a workshop with the Financial Management office, Auditor and Treasurer to discuss County finances. Heidi Penner, Financial Management Officer, presented the 2016 Preliminary Budget to the Board, explaining there will be changes before it is adopted on November 24, 2015. Also discussed was carryover funds, interfund loans, 2016 provisos for the resolution to adopt the final budget, and the final voucher run and supplemental to the 2015 budget.

The Board gave updates on their attendance at various meetings. Commissioner Hamlin attended and event for Disability Employment Awareness month. Commissioner Brong welcomed a group of Information Technology people to Skamania County at an event they were attending at Skamania Lodge. He also reported on scams on the internet that he has encountered.

The Board participated in a workshop to discuss the Note Fund. Commissioner McKenzie reported there is nothing new, just waiting for the funds to come from Encumbered Lands and Secure Rural Schools and Counties to pay the note in full.

The meeting recessed at 9:56am and reconvened at 10:00 am with Commissioners Doug McKenzie, Chair and Chris Brong and Bob Hamlin present.

Department Heads presented the following reports:

- Larry Douglass, Public Works Director reported on Engineering, County Road, ER&R, and Solid Waste as well as Planning, Environmental Health, Building & Fires Safety, and Buildings& Grounds. He also gave reported that both lanes of traffic are open now on the High Bridge (Conrad Lundy), a new plan received for a home on the west End of the County, budgeting , and the Courthouse painting contract. He also told the Board he would like to schedule two workshops. One to discuss the Underwood rental house, next week and one to discuss the boat launches in two weeks. Discussion also included the tree that will be planted in the Courthouse lawn, the proposed purchase of the new recording system for the board room and \$10,000 that was saved by the IT staff when purchasing the new temporary power supply system.
- Kirby Richards, Community Health Director was not in attendance.

The meeting recessed at 10:08 am and reconvened at 10:32 am with Commissioners Doug McKenzie, Chair, Chris Brong and Bob Hamlin present.

Commissioner McKenzie acknowledged a thank you letter the Board received from visiting Texas residents thanking Patty Latimer and Dorothy Matulovich for their exceptional help during medical emergencies the couple experienced while visiting Stevenson.

Safety Committee reports were presented as follows:

- Report #2015-06 Commissioner Brong moved, seconded by Commissioner Hamlin and motion carried unanimously to agree with the Safety Committee's findings and recommendations.

The Board discussed a proposal received from the Port of Skamania County for commitment of .09 funds. Commissioner Hamlin will follow up with John McSherry on a letter of commitment needed to submit with a grant proposal and Commissioner Brong will meet with Pat Albaugh, Skamania County EDC to discuss further.

The meeting recessed at 10:39 a.m. and reconvened at 11:00 a.m. with Commissioners Doug McKenzie, Chair, Chris Brong, and Bob Hamlin present.

The Board met with representatives, Jon Kaino, and Terry Lutter from the Washington Counties Insurance Fund to discuss health care options. Mr. Kaino, discussed funds history, plan options, Washington State Counties that participate in the plan, and benefits of WCIF membership.

The meeting recessed at 11:34 a.m. and reconvened at 2:00 p.m. with Commissioners Doug McKenzie, Chair, Chris Brong, and Bob Hamlin present.

The Board participated in a workshop to discuss the possibility of hiring a County Manager. Discussion included the future role of the County Commissioners, the future role of County staff, how to pay for the position if hired, duties of the position, and keeping continuity on the Commissioners' office as Boards change. No action was taken.

The meeting recessed at 2:28 p.m. and reconvened at 5:30 p.m. the same day with Commissioners Doug McKenzie, Chair, Chris Brong, and Bob Hamlin present.

A public hearing was held to consider Resolution 2015-43 Supplemental Budget #5 for 2015. There were no comments from the public. Commissioner Hamlin moved, after discussion to change a typo on page 2 of Resolution 2015-43, the motion was seconded by Commissioner Brong and motion carried to approve Resolution 2015-43 Supplemental Budget #5.

The meeting recessed 5:33 p.m. on Tuesday, October 27 and reconvened at 10:30 a.m. on Wednesday, October 28, 2015 with Commissioners Doug McKenzie, Chair, Chris Brong and Bob Hamlin present.

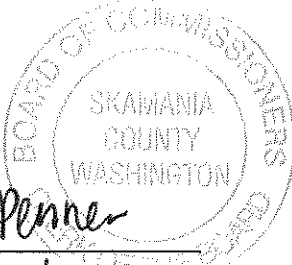
The Board participated in a workshop to discuss Community Events and Recreation. Ann Lueders, Programs and Administration Manager present two options to the Board on how to proceed with the department. Both options were discussed in length, with input provided by Debi Van Camp, Human Resources. Commissioner's McKenzie and Hamlin like the idea of option #1, while Commissioner Brong discussed his favor of option #2. Ann and Debi were instructed to prepare the necessary paperwork for the following week's agenda.

The meeting recessed at 10:46 a.m. on Wednesday, October 28, 2015 and reconvened at 9:00 a.m. on Thursday, October 29, 2015 with Commissioner Doug McKenzie, Chair, Chris Brong and Bob Hamlin present.

The Board participated in a visit with Eric Johnson, Executive Director of the Washington Association of Counties Officers and Blair Brady, Wahkiakum County Commissioner.

The meeting adjourned at 10:27 a.m.

ATTEST:

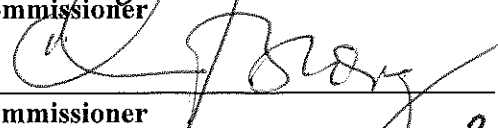

Heidi B. Penner
Clerk of the Board, acting

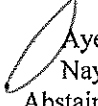
BOARD OF COMMISSIONERS
SKAMANIA COUNTY, WASHINGTON



Commissioner


Commissioner


Commissioner


Aye 3
Nay 0
Abstain 0
Absent 0