

BOARD OF SKAMANIA COUNTY COMMISSIONERS
Minutes for Meeting of July 6, 2016

The Commissioners business meeting was called to order at 9:30 a.m. July 6, 2016 at the Commissioner's Meeting Room, 240 NW Vancouver Avenue in Stevenson, with Commissioners Doug McKenzie , and Bob Hamlin, Chair present. The meeting opened with the Pledge of Allegiance led by David Waymire, Chief eputy, Skamania County Sheriff's Office.

Commissioner McKenzie moved, seconded by Commissioner Hamlin and motion carried unanimously to approve vouchers for the period ending June 30, 2016 in the total amount of \$140,456.11 with \$30,422.25 being Current Expense.

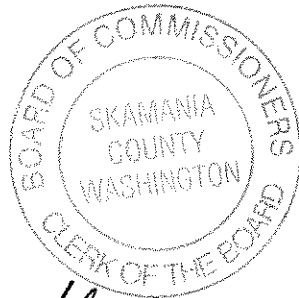
Commissioner McKenzie moved, seconded by Commissioner Hamlin and motion carried unanimously to approve payroll for the period June 16-30, 2016 in the total amount of \$482,361.09, with \$284,761.16 being Current Expense.

Commissioner McKenzie moved, seconded by Commissioner Hamlin and motion carried unanimously to approve a pre-hire request for a temporary, 120 day hire of a Telecommunications position for the 911 Dispatch Office at the Sheriff's Office.

Bob Hamlin, Chair read the meeting format information for the first Board of Commissioners meeting of each month. Commissioner McKenzie asked that wording be added explaining that emergency items may be added to the agenda upon approval of the Chair.

The meeting adjourned at 9:34 a.m.

ATTEST:



Debbie Slack
Clerk of the Board

**BOARD OF COMMISSIONERS
SKAMANIA COUNTY, WASHINGTON**

[Signature]
Commissioner

[Signature]
Commissioner

CB absent
Commissioner

Aye 3
Nay 0
Abstain 0
Absent 0

BOARD OF SKAMANIA COUNTY COMMISSIONERS
Minutes for Meeting of July 12, 2016

The Board met at 9:00 a.m. on July 12, 2016 for a staff meeting at the Commissioner's Meeting Room, 240 NW Vancouver Avenue in Stevenson, with Commissioners Doug McKenzie, Christopher Brong, and Bob Hamlin, Chair present. Alex Hays, Manager of Cultural Events and Recreation reported on Bluegrass festival, Outriggers and 4H events. Debi VanCamp, Human Resources, reported on a computer virus, union negotiations, Risk Pool summer conference, and helping with Bluegrass festival. She also asked the Boards permission to attend a conference in Leavenworth for the Disability Board. The Board agreed she could attend and spend the night. Arlene Johnson, Senior Services reported on working on monthly reports and budgets. Toni Farris, Probation reported on scheduling because of Drug Court. Heidi Penner, Financial Management Administrator, reported that the scheduled Financial Management Workshop wouldn't last long. She reported she will hand out May responses from departments to the Revenue and Expenditure reports, and will go over the Call for Budget letter and calendar. She also mentioned she would like to meet with the Commissioners one on one to discuss budgeting for 2017 and how direct costs and other changes will affect the budget. She reported that the State Auditors' Office is still tentatively scheduled to be onsite July 25, 2016. Debbie Slack, Financial Management Coordinator/Clerk of the Board reported on Title III, scheduling, and changes to agenda wording for the first agenda of each month.

The meeting recessed at 9:19 a.m.

The Commissioners business meeting was called to order at 9:30 a.m. July 12, 2016 at the Commissioners' Meeting Room, 240 NW Vancouver Avenue in Stevenson, with Commissioners Doug McKenzie, Christopher Brong and Bob Hamlin, Chair present. Bob Hamlin, Chair asked for a moment of silence for the fallen police officers of Dalles, Texas. The meeting opened with the Pledge of Allegiance led by Tom Lannen, Stevenson resident.

Tom Lannen, Stevenson resident asked the Board if they had received notification of a Federal Advisory Committee Act (FACA) meeting to be held in Portland.

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

1. Minutes of June 28, 2016
2. Minutes of July 6, 2016
3. Resolution 2016-26 Repay and Partially Re-Pay Current Expense Loans
4. Resolution 2016-27 Distribution of PUD Privilege Taxes
5. Acknowledge receipt of marijuana license approval from Washington State Liquor and Cannabis Board for Windy River Research, LLC
6. Letter re-appointing Dan Gundersen to serve in position #3 on the Skamania County Board of Equalization for a three year term, expiring on June 30, 2019.
7. Memorandum of Understanding between Skamania County Sheriff's Office and USDA Forest Service, Gifford Pinchot National Forest for sharing of specific radio frequencies
8. Interlocal Consortium Agreement among Yakima, Kittitas, Klickitat and Skamania Counties and Interlocal Agreement establishing the South Central Workforce Development Council as a Washington Non-Profit Corporation and to designate the South Central Workforce Development Council as the fiscal and administrative agent of the South Central Consortium.
9. Intergovernmental Agreement renewal with ESD 112 to provide DDA- Developmental Disabilities Services for Skamania County Birth to Age Three eligible participants

10. Contract Amendment #1 with Tangible Systems, Inc. to provide DDA Adult Supported Employment Services for Skamania County eligible participants by adding funds to the contract and extending the end date to continue with DDA approved client services
11. Memorandum of Understanding between Skamania County, Columbia River Gorge National Scenic Area and Gifford Pinchot National Forest for making a statement of mutual benefits and interest and to provide a framework to discuss land adjustments

Commissioner McKenzie moved, seconded by Commissioner Brong and motion carried unanimously to approve vouchers for the period ending July 7, 2016 in the total amount of \$165,105.90 with \$45,261.81 being Current Expense.

The Board gave updates on their attendance at various meetings. Commissioner McKenzie reported on attending Regional Transportation Council meeting, meetings with the Auditor and Fair Board members. He reported everything went well at Community Events and Recreation while Manager, Alex Hays was away from the office. He also attended an Interpretive Center meeting and Gorge Days in North Bonneville. Commission Hamlin reported on a Mid Columbia Economic Development District meeting, a call with American Forest Resource Council, meetings with constituents and attending Gorge Days. Commissioner Brong thanked Commissioners Hamlin and McKenzie for covering for him while he was in Guatemala on vacation. He also reported on having discussions with WSAC personnel on DNR issues and will follow up with Laura Berg on federal issues they have been discussing.

Adam Kick, Prosecutor met with the Board to ask that they approve an increase in two staff support positions starting July 1, 2016 as he received an increase in a victims witness grant. The grant will entirely pay for increasing a 60% position to 80% and an 80% position to 100%.

The meeting recessed at 9:47 a.m. and reconvened at 10:00 a.m. the same day with Commissioners Doug McKenzie, Christopher Brong, and Bob Hamlin, Chair present.

Commissioner McKenzie moved, seconded by Commissioner Brong and motion carried unanimously to approve a revised Job Description and Reclassification of Range for the Victim Witness Administrator position in the Prosecutor's Office.

Commissioner McKenzie moved, seconded by Commissioner Brong and motion carried unanimously to approve an increase in the current Office Assistant V position from 60% to 80% or from 3 to 4 days per week. Increase will be paid from Victim Witness grant.

Department Heads presented the following reports:

- Larry Douglass, Public Works reported on on Engineering, County Road, ER&R, and Solid Waste as well as Planning, Environmental Health, Building & Fire Safety, Buildings & Grounds and Information Technology. He also reported on the Woodard Creek cell tower, Hegewald Center project, access to radio repeaters at Lookout Mountain, and Washington State Department of Transportation building trade.
- Kirby Richards, Community Health Department reported on Behavioral Health, Public Health and Developmental Disabilities. Kirby also reported on One Community Health, a phone meeting with Vanessa Gaston of Southwest Behavioral Health and thanked her staff for their help while she was off. Allen Esaacson of Community Health reported on Early Adopter program and the upcoming Advisory Board meeting.

The meeting recessed at 10:12 a.m. and reconvened at 10:30 a.m. the same day with Commissioners Doug McKenzie, Christopher Brong, and Bob Hamlin, Chair present.

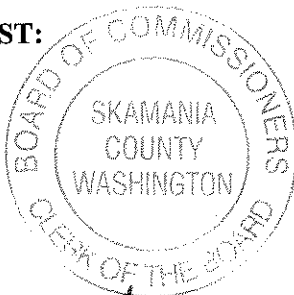
The Board participated in a workshop with the Financial Management Office, Elected Officials and Department Heads to discuss County finances. Heidi Penner, Financial Management Administrator, presented the board with responses from departments on the May 2016 Revenue and Expenditure spreadsheet, Mid Year Reviews, the Call for 2017 Budget, budgeting guidelines, changes in budgeting for 2017 and the need for a capital purchases list to be included in the final budget. Robert Waymire, Auditor discussed budgeting for direct charges to come out of departmental budgets instead of a special revenue fund, and discussed the payroll spreadsheet that will be used for the Preliminary Budget. Vicki Clelland, Treasurer reported that the revenue update in Eden is almost complete and now both sides of the budget, Revenues and Expenditures will "talk" to each other. Also discussed was Mid Year reviews to be held on July 26, 2016.

The Board went into Executive Session pursuant to RCW 42.30.110 (g), at 10:53 a.m. for 30 minutes. Also in attendance was Robert Waymire, Auditor. The Board came out of Executive Session at 11:19 a.m.

The Board participated in an Executive Session with the Prosecutor pursuant to RCW 42.30.110(1) at 11:20 a.m. for 15 minutes. At 11:37 a.m. Commissioner Hamlin, Chair announced they would be in session another 10 minutes.

The meeting adjourned at 11:45 a.m.

ATTEST:



Debbie Slaw
Clerk of the Board

**BOARD OF COMMISSIONERS
SKAMANIA COUNTY, WASHINGTON**

Bob Hamlin
Commissioner

Christopher Brong
Commissioner

Doug McKenzie
Commissioner

Aye 3
Nay 0
Abstain 0
Absent 0

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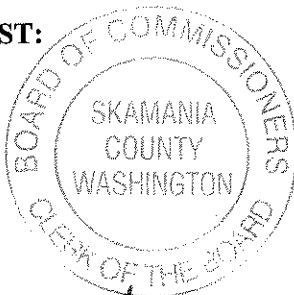
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Debbie Slaw
Clerk of the Board

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SKAMANIA COUNTY, WASHINGTON**

Bob Hamlin
Commissioner

Christopher Brong
Commissioner

Doug McKenzie
Commissioner

Aye 3
Nay 0
Abstain 0
Absent 0

BOARD OF SKAMANIA COUNTY COMMISSIONERS
Minutes for Meeting of July 26, 2016

The Board met at 9:00 a.m. on July 26, 2016 for a staff meeting at the Commissioner's Meeting Room, 240 NW Vancouver Avenue in Stevenson, with Commissioners Doug McKenzie, and Bob Hamlin, Chair present. Arlene Johnson, Senior Services Director reported on the need to amend a resolution addressing a decrease in the limit of Senior Services volunteer drivers' revolving fund. Alex Hays, Cultural Events and Recreation Manager, reported on the success of the Bluegrass Festival, preparing for the Fair, budgeting, and State Auditor's Office issues. Commissioner McKenzie asked that a list of volunteers be submitted to the Clerk of the Board for a thank you letter to be sent them from the Board. Debi VanCamp, Human Resources on electrical issues at the fairgrounds, theft that occurred at the Bluegrass Festival, and the bereavement policy. Heidi Penner, Financial Management Administrator, reported on Budget, Accounting and Reporting System (BARS) clean up, helping Juvenile department with budgeting, State Auditor's requests for information, Mid Year Budget Reviews, notary renewal, and reduction of expenditures for Sheriff's office. Debbie Slack, Financial Management Coordinator/Clerk of the Board reported to the Board that Commissioner Brong had requested time for an Executive Session that same day to discuss the Wind River Business Park. It was agreed to have the Executive Session after Mid Year Reviews. Commissioner Hamlin mentioned moving personnel around in offices and asked staff to consider ideas. Commissioner McKenzie agreed it is open for discussion.

The meeting recessed at 9:17 a.m.

The Commissioners business meeting was called to order at 9:30 a.m. July 26, 2016 at the Commissioners' Meeting Room, 240 NW Vancouver Avenue in Stevenson, with Commissioners Doug McKenzie, and Bob Hamlin, Chair present. Commissioner Brong was in Vancouver meeting with Congresswoman Jaime Herrera-Beutler. The meeting opened with the Pledge of Allegiance led by Missy Cummins, Washington State University Extension 4-H Regional Specialist.

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

1. Minutes of July 19, 2016
2. Pre-Hire Request for short-term field position for the Assessor's office
3. Appoint Eric "Lane" Eubank to position #2 on the Human Services Advisory Board for the remainder of an unexpired term, expiring on May 6, 2017, and an additional term of three years, expiring on May 6, 2020.
4. Appoint Sandra Feren to position #12 on the Human Services Advisory Board for a term of three years, expiring on July 26, 2019.
5. Liquor License renewal for Gorge Crest Winery, LLC
6. Renewal of Intergovernmental Cooperative Agreement with Northern Oregon Correctional Facility (NORCOR) to house juvenile detainees
7. Facility Use Agreement between Skamania County Fire District #3 and Skamania County Sheriff's Office, and Skamania County and the Underwood Garden Club.

Commissioner McKenzie moved, seconded by Commissioner Hamlin and motion carried unanimously to approve vouchers for the period ending July 20, 2016 in the total amount of \$102,652.74 with \$13,922.95 being Current Expense.

Missy Cummins, Washington State University Extension 4-H Regional Specialist, reported on 4-H, Natural Resources, Small Farms, Home Gardening and Administration. She also reported on Fair preparation,

Forest Youth Success program, Food Smart Families, Teen Leadership development. She also updated the Board on the progress of the search for a Klickitat/Skamania County Director.

The Board gave updates on their attendance at various meetings. Commissioner McKenzie reported on the Washington Counties Risk Pool conference, working on Port of Skamania County ideas to present to Prosecutor Adam Kick, and that he is working and meeting on Interpretive Center issues. Commissioner Hamlin reported on a Homeless Housing meeting he attended. He also met with Emily Platt, new District Ranger for Mt. Adams District, and Carl Hopple to discuss the Wind River Business Park.

The meeting recessed at 9:40 a.m. and reconvened at 10:00 a.m.

Department Heads presented the following reports:

- Larry Douglass, Public Works reported on Engineering, County Road, ER&R, and Solid Waste as well as Planning, Environmental Health, Building & Fire Safety, Buildings & Grounds and Information Technology. Larry also reported on receiving a 5 year extension on the Rock Creek dredging project, and an upcoming household and hazardous waste day being held by Solid Waste. Gravel for Skamania Mines, was also discussed.
- Kirby Richards, Community Health reported on Behavioral Health, Public Health and Developmental Disabilities. Kirby also reported on upcoming Board of Health meeting, and Health Officer resignation.

The meeting recessed at 10:05 a.m. and reconvened at 10:30 a.m. the same day with Commissioners Doug McKenzie, and Bob Hamlin, Chair present.

Safety Committee reports were presented as follows:

- Report #2016-05, Commissioner McKenzie moved, seconded by Commissioner Hamlin and motion carried unanimously to agree with the Safety Committee's findings and recommendations.
- Report #2016-07, Commissioner McKenzie moved, seconded by Commissioner Hamlin and motion carried unanimously to agree with the Safety Committee's findings and recommendations.

The meeting recessed at 10:38 a.m. and reconvened at 10:45 a.m. the same day with Commissioners, Doug McKenzie, and Bob Hamlin, Chair present.

Gabe Spencer, Chair of the Mid Columbia/Cascade Gorge Housing Authority met with the Board to ask them to consider providing \$10,000 for a 25% match to federal funds for the Shelter Plus Care program. Gabe explained this is a federal housing program that provides housing assistance for chronically homeless families in Skamania and Klickitat counties. He informed the Board that Klickitat County will also be approached to provide \$10,000. The funds come from the County's Homeless Housing fund which receives revenue from local recording fees and surcharges. Commissioner McKenzie moved, seconded by Commissioner Hamlin and motion carried unanimously to provide requested funds in the amount of \$10,000 to Mid Columbia/Cascade Gorge Housing Authority.

The meeting recessed at 10:49 a.m. and reconvened at 11:00 a.m. the same day with Commissioners Doug McKenzie, and Bob Hamlin, Chair present.

Brian Poehlein, State Lands District Manager, Pacific Cascade Region, Washington State Department of Natural Resources updated the Board on present and upcoming timber sales on DNR land, and potential and current revenue amounts to be paid to Skamania County.

The meeting recessed at 11:10 a.m. and reconvened at 2:01 p.m. the same day with Commissioners Doug McKenzie, Christopher Brong, and Bob Hamlin, Chair present.

The Board participated in a workshop with the Financial Management Office, Elected Officials and Department Heads to discuss County finances and hold Mid Year Budget Reviews. Heidi Penner, Financial Management Administrator presented the Board with Revenue and Expenditure reports through June 2016 and responses from departments concerning their reports. There was no action taken.

The meeting recessed at 2:40 p.m. and reconvened at 2:53 p.m. the same day with Commissioners Doug McKenzie, Christopher Brong, and Bob Hamlin, Chair present.

The Board met in Executive Session with the Prosecutor pursuant to RCW 42.30.110 (c) for 30 minutes.

The meeting recessed at 3:21 p.m. and reconvened the same day at 5:30 pm. with Commissioners Doug McKenzie, Christopher Brong and Bob Hamlin, Chair present.

Commissioner Brong reported on his meeting with Congresswoman Jaime Hererra - Beutler to discuss Secure Rural Schools funding, forest management and the new Forest Service District Ranger for the Mt. Adams District, Emily Platt.

A public hearing was held to receive public comments regarding the following proposed Title III Projects for 2014:

1. Skamania County Sheriff's Emergency Services, sponsored by Skamania County Sheriff's Department.
2. North Country EMS St. Helen's Project, sponsored by North Country EMS.
3. Skamania County Firewise, sponsored by Underwood Conservation District.
4. Southern Gifford Pinchot and Columbia Gorge Fire, Rescue and EMS, sponsored by Skamania County Fire District #1.
5. EMS and Rescue Response, sponsored by Skamania County Public Hospital District dba Skamania County Emergency Medical Services.

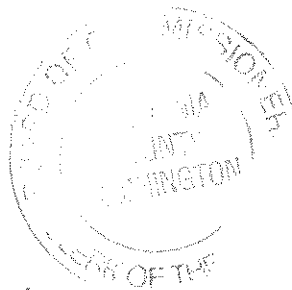
Ann Lueders, of North Carson thanked the Board for taking applications for the Title III funding and thanked them for their time. The hearing was closed to public comments. The Board discussed the proposals with Commissioner McKenzie asking the carryover amount for Underwood Conservation District. Commissioner McKenzie made a motion to award the following amounts:

1. Skamania County Sheriff's Emergency Services, sponsored by Skamania County Sheriff's Department - \$69,893
2. North Country EMS St. Helen's Project, sponsored by North Country EMS - \$81,625
3. Skamania County Firewise, sponsored by Underwood Conservation District - \$90,000
4. Southern Gifford Pinchot and Columbia Gorge Fire, Rescue and EMS, sponsored by Skamania County Fire District #1 - \$10,904.81
5. EMS and Rescue Response, sponsored by Skamania County Public Hospital District dba Skamania County Emergency Medical Service - \$15,000

The motion was seconded by Commissioner Brong and the motion carried unanimously.

The meeting adjourned at 5:40 p.m.

ATTEST:



Debbie Slaw
Clerk of the Board

**BOARD OF COMMISSIONERS
SKAMANIA COUNTY, WASHINGTON**

Paul Hahn
Commissioner

[Signature]
Commissioner

[Signature]
Commissioner

Aye 3
Nay 0
Abstain 0
Absent 0