

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

Minutes for Meeting of October 6-8, 2020

The Commissioners' business meeting was called to order at 9:30 a.m. on October 6, 2020 at the Commissioners' Meeting Room, 240 NW Vancouver Avenue in Stevenson, with Commissioners Richard Mahar, Tom Lannen and Robert Hamlin, Chair present.

The Pledge of the Allegiance was led by Bruce Barnes of Vancouver, WA.

Bruce Barnes, a resident of Vancouver, WA and cabin owner at Spirit Lake asked the Commissioners to take a stand against a blockage of the use of E-Bikes by Pacific Corporation.

Mary Repar, Home Valley resident voiced concerns that the Sheriff may have intentions of forming a Sheriff's posse, following Sheriff Songer of Klickitat County. She also reported that there are no mask requirements at the Sheriff's Office and that it should be posted on public doors. She also commented on the location of the Board of Health agenda on the Commissioners' web page.

Commissioner Lannen moved, seconded by Commissioner Mahar and the motion carried unanimously to approve a proclamation for Domestic Violence Awareness Month.

Commissioner Mahar moved, seconded by Commissioner Lannen and the motion carried unanimously to approve a proclamation for National 4-H Week.

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

1. Resolution 2020-32, Updating the Community Action Plan
2. Designated Crisis Responder approval letter
3. Federal Certification for Community Health to receive CARES funds directly
4. Contract Amendment #16 with Department of Health for Consolidated Contract 2018-2020
5. Washington State Department of Transportation Title VI Annual Report for 2019-2020

Commissioner Lannen mentioned that he would like further discussion at another time regarding item #1, Resolution 2020-32, Updating the Community Action Plan. The motion carried unanimously.

Commissioner Mahar moved, seconded by Commissioner Lannen and the motion carried unanimously to approve vouchers for the period dated October 10, 2020 in the amount of \$377,235.68 with \$140,454.72 being Current Expense, covering warrants numbers 178513 through 178559.

Commissioner Lannen moved, seconded by Commissioner Mahar and the motion carried unanimously to approval payroll for October 10, 2020 in the amount of \$606,964.83, with Current Expense being \$364,739.08 covering payroll warrant numbers 42897-42918, and direct deposit numbers 66576-66755.

Commissioner Lannen moved, seconded by Commissioner Mahar and the motion carried unanimously to approve a new COVID 19 Coordinator job description effective March 1, 2020 and set the salary at Range 23. Discussion included the need to adjust job duties of the Community Events and Recreation Manager during the pandemic.

Commissioner Lannen moved, seconded by Commissioner Mahar and the motion carried unanimously to approve a new Assistant Building Official job description, set the salary at Range 25, and authorize the department to work with Human Resources to begin advertising for the position. Discussion with Tim Elsea, Public Works Director, included evolution of the Building Department, city contracts, hiring date not to be before January 1, 2021, budgeting in 2021 for the position, and potential training of the position.

The meeting recessed at 9:57 a.m. and reconvened on the same day at 10:00 a.m. with Commissioners Richard Mahar, Tom Lannen, and Robert Hamlin, Chair present.

The Board reported on various meetings they attended. Commissioner Lannen reported on meetings with Timber Counties, R6 Forest Superior Glenn Casamasa, and Bill Peach of the Board of Natural Resources. He also discussed Open Government software, and meeting with Kevin Waters, Executive Director of the Economic Development Council to discuss CARES funding. He also participated in a call with Representative Gina Mosbrucker, and a WSAC Administrators call relating to CARES funding. Commissioner Mahar reported on Governor Inslee's media conference, and a call with Representative Mosbrucker in which airline furlough and public utility bills were discussed. He also reported on a Lower Fish Recovery Board meeting discussing forest management and fish recovery, stream buffers, and policy updates. Commissioner Hamlin reported on a meeting with South Washington Clean Air, MCEDD Loan Administration Board, a Wind River Business Park meeting with Ken Woodrich, Phil Dodd, Adam Kick and Tim Elsea to discuss an agreement with Wind River Trust. He also talked to Eric Veech of the Forest Service regarding E-Bikes.

The meeting recessed at 10:21 a.m. and reconvened on the same day at 11:30 a.m. with Commissioners Richard Mahar, Tom Lannen and Robert Hamlin, Chair present.

The Board met for a preliminary budget workshop with Superior Court. The CASE Coordinator contract was discussed as well as JAVS system, direct charges, and an additional bailiff position. Jury trials relating to COVID guidelines were discussed including sanitization of courtroom, access for public to view trials, and overflow for public and jury. The Trial Court Improvement budget and a portable jury recording system were also discussed.

The meeting recessed at 11:51 a.m. and reconvened on the same day at 2:02 p.m. with Commissioners Richard Mahar, Tom Lannen and Robert Hamlin, Chair present.

The Board held an Executive Session pursuant to RCW 42.30.110(1)(g), performance of a public employee for 20 minutes. The meeting ended at 2:21 p.m.

The meeting recessed at 2:21 p.m. and reconvened on the same day at 2:30 p.m. with Commissioners Richard Mahar, Tom Lannen and Robert Hamlin, Chair present.

Commissioner Mahar moved, seconded by Commissioner Lannen, and the motion carried unanimously to approve and Authorization to Purchase a medical grade refrigerator/freezer for Community Health. Discussion included the need for a supplemental budget to include local CARES funds allocation for LHJ's from Department of Health Consolidated Contract.

The Board met for a preliminary budget workshop with Community Health. Object codes, contracts, telecommunicating versus in person meetings, Medicaid transformation project funding, COVID and CARES funding were discussed as well as budgeting for ER & R vehicles, vacation cash outs and retirement accruals

were also discussed. The Homeless Housing budget was discussed including recording fees, a warming shelter, and Mid-Columbia Housing.

The meeting recessed at 2:59 p.m. and reconvened on the same day at 3:30 p.m. with Commissioners Richard Mahar, Tom Lannen and Robert Hamlin, Chair present.

The Board met for a preliminary budget workshop with Public Works. The Buildings and Grounds budget was discussed as well as budgets for, Information Technology, Community Development, Cable TV, Wind River Business Park and County Road. Commissioner Mahar left the meeting at 4:28 p.m. The Board discussed other budgets under Public Works including Cumulative Reserves County Road, and Capital Improvements. Changes for MCEDD and EDC assessments for the 2021 .09 portion of the Capital Improvement Budget were mentioned. The Board also discussed the REET portion of the Capital Improvement budget. They discussed the Solid Waste budget, followed by the Building and Environmental Health budgets, ER & R Vehicle Replacement, ER & R Radio Maintenance, ER & R Radio Infrastructure, and the ER & R COVID fund.

The meeting recessed at 5:30 p.m. and reconvened the next day, October 7, 2020, at 9:30 a.m. with Commissioners Richard Mahar, Tom Lannen and Robert Hamlin, Chair present.

The Board met for a preliminary budget workshop with Probation. COVID challenges, and a contact with the Department of Corrections for office space were discussed.

The Board recessed at 9:38 a.m. and reconvened the same day at 10:00 a.m. with Commissioners Richard Mahar, Tom Lannen and Robert Hamlin, Chair present.

The Board met for a preliminary budget workshop with the Assessor. GIS, reduction for vacancy, and technology issues. Operating transfers to Assessor's budget from the REET Technology fund and CR IT fund will be included in the 2021 budget for software computer purchases. The Brownfield grant was discussed.

The Board recessed at 10:30 a.m. and reconvened the same day at 11:04 a.m. with Commissioners Richard Mahar, Tom Lannen and Robert Hamlin, Chair present.

The Board met for a preliminary budget workshop with Senior Services. Three full time retirements, WSDOT Rural Mobility grant, Medicaid transport, and other services were discussed.

The Board recessed at 11:34 a.m. and reconvened the same day at 1:00 p.m. with Commissioners Richard Mahar, Tom Lannen and Robert Hamlin, Chair present.

The Board met for a preliminary budget workshop with District Court. A memo from Judge Reynier regarding a stipend for two employees was discussed. State Parks collections, jury trials, and the effects of COVID on courts were discussed. The Commissioners agreed that a stipend could be put in the 2021 budget for two employees then reviewed for any future years.

The Board recessed at 1:21 p.m. and reconvened the same day at 3:00 p.m. with Commissioners Richard Mahar, Tom Lannen and Robert Hamlin, Chair present.

The Board met for a preliminary budget workshop with the Treasurer. Loss of interest due to COVID was discussed, no revenue for being bank of cities, counties and other entities, delinquencies, and foreclosures unclaimed money were discussed. The Treasurer's M & O and TEEY budgets were also discussed.

The Board met for a preliminary budget workshop with the Auditor to discuss the following budgets, Auditor's Elections Reserve, Auditor's O & M, and Veteran's Relief were discussed.

The Board recessed at 4:05 p.m. and reconvened the same day at 4:30 p.m. with Commissioners Richard Mahar, Tom Lannen and Robert Hamlin, Chair present.

The Board met for a preliminary budget workshop with the Clerk to discuss the following budgets, Clerk, and Clerk's Collection. The impact of COVID on the child enforcement grant, evictions, passports, jurors and an employee vacant position were discussed. Also discussed was e-filing of documents, new stand up desks, and jury management software. The Board agreed to transfer funds from CR IT for the software program.

The Board met for Department Head reports.

The meeting recessed at 5:03 p.m. and reconvened at 8:30 a.m. on Thursday, October 8, with Commissioners Richard Mahar, Tom Lannen and Robert Hamlin, Chair present.

The Board met with Eric Johnson, Washington State Association of Counties Executive Director, and Robert Gelder, Kitsap County Commissioner and President of WSAC for an annual Courthouse visit. Eric presented a Courthouse Briefing Document for 2020. He discussed the Association's Administration and Finance, Communications and Member Services, CARES Funding, County Leadership Conference, 2020 Legislative Steering Committee and legislative priorities for 2020 and preparing for 2021 legislature. County issues discussed were timber revenue and long-term fix to Secure Rural Schools (SRS) funding, CARES funds, broadband and recreation.

The meeting recessed at 10:15 a.m. and reconvened at 10:45 a.m. the same day with Commissioners Richard Mahar, Tom Lannen and Robert Hamlin, Chair present.

The Board met for a preliminary budget workshop with Juvenile. Vehicle replacement was discussed as well as the professional services line item. It was agreed to lower the professional services line item by \$15,000 for the final budget.

The meeting recessed at 11:11 a.m. and reconvened at 11:16 a.m. the same day with Commissioners Richard Mahar, Tom Lannen and Robert Hamlin, Chair present.

The Board met for a preliminary budget workshop with Community Events and Recreation. Revenues and expenditures were discussed. The Hotel/Motel budget was also discussed. Applications for the 2021 budgets are due by October 19th. Discussion of the Fairgrounds Capital Improvement budget included camping fees.

The meeting recessed at 11:39 a.m. and reconvened at 2:00 p.m. the same day with Commissioners Richard Mahar, Tom Lannen and Robert Hamlin, Chair present.

The Board attended a virtual Skamania County Economic Development Luncheon during the noon hour.

The Board met for a preliminary budget workshop with Human Resources to discuss the Boundary Review Board budget, the Board of Equalization budget and the Human Resources budget. Computer Server Replacement fees were discussed as well as profession services. It was agreed to reduce the professional services line by \$15,000 in the Human Resources budget.

The meeting recessed at 2:19 p.m. and reconvened at 2:30 p.m. the same day with Commissioners Richard Mahar, Tom Lannen and Robert Hamlin, Chair present.

The Board met for a preliminary budget workshop with the Prosecutor. An increase from the 2020 budget was due to public records, and Behavioral Health Court. The Support Enforcement budget was discussed including unfunded mandates, and statewide funding decrease. Discussion of the Coroner's budget included an increase in state autopsy costs. It was noted that the Crime Victim's Compensation budget is well funded by the state. When discussing the Law Library budget, a reorganization of space and the need for a new computer for the Law Library were discussed.

The Board met for a preliminary budget workshop with Noxious Weed. Revenue projections, the addition of Health Insurance for one employee, temporary positions, and interfund vehicle replacement were discussed.

Commissioner Lannen moved, seconded by Commissioner Mahar and the motion carried unanimously to approve the Chair to sign a letter to Lynn Burditt, Columbia River Gorge National Scenic Area Manager regarding land acquisition. Discussion included the addition of comments on the amount of land acquired over the years.

The meeting recessed at 3:18 p.m. and reconvened the same day at 3:30 p.m. with Commissioners Richard Mahar and Tom Lannen, Vice Chair present.

The Board met for a preliminary budget workshop with External Services. Tova Cochran of Underwood Conservation presented the scope of work for an ask of \$9,000 for 2021. Leslie Naramore of Washington Gorge Action Programs presented an overview of the Food Bank program with an ask of \$10,000 for 2021.

The meeting recessed at 3:55 p.m. and reconvened the same day at 4:40 p.m. with Commissioners Richard Mahar, Tom Lannen, and Robert Hamlin, Chair present.

The Board met for a preliminary budget workshop for Commissioners' budgets. The travel and miscellaneous registrations line items in the Commissioners' budget were discussed with Heidi Penner, Financial Management Administrator giving an overview of potential areas of savings. The Civil Service budget was discussed and \$250 will be moved to professional services from travel. External Services, Operating Transfers Out, and No Departmental Revenues were discussed. Revenue from Secure Rural Schools and Counties revenue, and Department of Natural Resources was discussed. The Cumulative Reserve fund balances, revenues and expenditures were discussed. Other budgets discussed were Affordable Housing, Nuisance Control, Title III, and Family Support.

The meeting adjourned at 5:20 p.m.

ATTEST:

BOARD OF COMMISSIONERS
SKAMANIA COUNTY, WASHINGTON

[Handwritten Signature]

Commissioner

absent

Commissioner

[Handwritten Signature]

Commissioner

[Handwritten Signature]

Clerk of the Board

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