

BOARD OF SKAMANIA COUNTY COMMISSIONERS
Minutes for Special Meeting of September 30, 2019 and;
Minutes for Regular Meeting of October 1-3, 2019

The Commissioners held a Special Meeting on September 30, 2019 for the purpose of holding Preliminary Budget Analysis Workshops for the 2020 Budget with the Financial Management Group.

The meeting was called to order at 2:08 p.m. at the Commissioners' Meeting Room, 240 NW Vancouver Avenue in Stevenson with Commissioners Robert Hamlin, and Richard Mahar, Chair present, and Commissioner T.W. Lannen attending by telephone.

The Board discussed the Senior Services budget. Revenues, expenditures and job descriptions were discussed. They also discussed budgets under the Human Resources department, including Boundary Revenue Board, Board of Equalization and LEOFF. Conference attendance and travel for Boundary Review Board, LEOFF Board, and Board of Equalization was discussed, as well as a range increase for the Human Resource Administrator. The Public Defender budget was discussed and a request from Chris Lanz to negotiate a new contract for his services. An item of discussion for the Superior Court budget was indigent defense costs. The Juvenile Department budget was discussed. Professional services and travel costs were discussed. While discussing the Probation Department in-home monitoring, and office space rental for Department of Corrections were mentioned. During Commissioners' Office discussion it was noted that an Office Assistant 5 position was budgeted at 45%, up from 40%. Travel, health insurance dual coverage, and communications were discussed. The meeting adjourned at 4:02 p.m.

The Commissioners business meeting was called to order at 9:30 a.m. on October 1, 2019 at the Commissioners' Meeting Room, 240 NW Vancouver Avenue in Stevenson, WA with Commissioners Robert Hamlin, and Richard Mahar, Chair present.

The meeting opened with the Pledge of Allegiance led by Debbie Slack, Clerk of the Board.

Written public comment regarding a 20-acre exemption rule was entered into the record from Mitch Patton.

There was no public comment.

Commissioner Hamlin moved, seconded by Commissioner Mahar and the motion carried unanimously to approve vouchers in the amount of \$114,718.51 with Current Expense being \$54,294.26 covering warrants 173323 through 173374.

The Board reported on their attendance at various meetings. Commissioner Hamlin reported on attending a Mid-Columbia Economic Development District Board meeting. Commissioner Lannen joined the meeting by phone. Commissioner Lannen reported on meeting with Marie Perez of the Stevenson Downtown Association to discuss a joint meeting with the City of Stevenson to discuss the Courthouse Plaza project. He also attended a Timber Counties meeting by telephone which included discussions about a Marbled Murrelet study, the DNR management fee, and a proposed field trip on October 25th to the Raymond, Washington area. Commissioner Mahar reported on attending a North Country EMS meeting where the Chief's salary and benefits were discussed as well as a 360 process and purchases of CPR equipment. He also attended an Area Agency on Aging and Disabilities of Southwest Washington meeting where donations, a financial review and audit and budgets were discussed. He met with Community Health Managers and talked about the jail, contracts and agency politics.

The meeting recessed at 9:46 a.m. and reconvened the same day at 10:04 a.m. with Commissioners Robert Hamlin, and Richard Mahar, Chair present and Commissioner T.W. Lannen attending by telephone.

The Board met for a Preliminary Budget workshop with Robert Waymire, Auditor, to discuss the Auditor's office funds. A GIS position shared with the Assessor's office was discussed. Also range increases for staff was discussed and revenues and expenditures. The Elections budget was discussed and the effect that the potential five elections to be held in 2020 would have on that budget. An on-call election works was discussed and revenues and expenditures. Discussion of the Veteran's Relief fund included the fund balance, a request from a member of the public to have a five- member Veteran's Advisory Board, and revenues and expenditures. When the Auditor's O & M budget was discussed the need for a new microfiche machine was mentioned, as well as revenues and expenditures. The Election Reserve budget was discussed including revenues, expenditures and new election equipment paid for from insurance funds after the Courthouse flood incident. No action was taken.

The meeting recessed at 10:39 a.m. and reconvened the same day at 10:48 a.m. with Commissioners Robert Hamlin, and Richard Mahar, Chair present and Commissioner T.W. Lannen attending by telephone.

The Board met for a Preliminary Budget workshop with Vickie Clelland, Treasurer to discuss the Treasurer's office funds. Investments, the use of County vehicles, salaries, wages and benefits, revenues and expenditures were discussed. Other funds under the Treasurer's purview that were discussed were Treasurer's M & O and Real Estate Excise Tax. No action was taken.

The Board met for a Preliminary Budget workshop with Alex Hays, Manager of Cultural Events and Recreation to discuss the Community Events and Recreation fund. Revenues, expenditures, events, salary increase for the Manager, website responsibilities, and web hosting payments were discussed. The Lodging Tax (Hotel/Motel) fund was discussed as well as Cumulative Reserve Fair fund in the Capital Improvement fund. Projects including the Exhibit Hall roof, and fairgrounds well were discussed. The Board asked Alex to change his salary sheet for Community Events and Recreation to reflect a salary increase for the entire year of 2020.

The meeting recessed at 12:01 p.m. and reconvened the same day at 2:03 p.m. with Commissioners Robert Hamlin, and Richard Mahar, Chair present and Commissioner T.W. Lannen attending by telephone.

The Board met for a Preliminary Budget workshop with Tim Elsea, Public Works Director to discuss funds associated with the Public Works department. Discussion of the Buildings and Grounds fund included revenues and expenditures, personnel, and camping fees. Discussion of the Information Technology budget included utility costs, and contract for professional services for web sight development. It was decided by the Board that \$4,000 should be added for professional services. The Community Development fund was discussed as well as Cable TV, and Wind River Business Park. There will be \$200,000 moved to WRBP from the Real Estate Excise Tax fund. Also, potential tenants were discussed. County Road, Cumulative Reserve County Road, and Capital Improvements revenues, expenditures and personnel were discussed. The new fund for Building and Environmental Health was discussed including revenues and expenditures. All budgets for ER & R General Funds, Vehicle Replacements, Vehicle Maintenance, Computer Replacements, Radio Maintenance and Infrastructure, and Stores were discussed.

The meeting recessed at 3:47 p.m. p.m. and reconvened the next day, October 2, 2019 at 9:30 a.m. with Commissioner Richard Mahar, Chair present. The Board lacked a quorum and the Preliminary Budget Workshop for the Probation Department was postponed until October 3, 2019 by Commissioner Mahar.

The meeting recessed at 9:34 a.m. and reconvened the same day at 10:08 a.m. with Commissioner Richard Mahar, Chair present and Commissioner T.W. Lannen attending by telephone.

The Board met for a Preliminary Budget workshop with Kirby Richards, Community Health Director to discuss funds associated with the Community Health Department. A reduction to the budget salary sheet was discussed and will be reduced by \$8,000. ER & R vehicles, utility costs, Public Health contractor and revenues and expenditures were discussed. Revenues and expenditures for the Homeless Housing budget were also discussed as well as mental health housing, and a contract with Washington Gorge Action Program for housing. No action was taken.

The meeting recessed at 10:40 a.m. and reconvened the same day at 11:07 a.m. with Commissioner Richard Mahar, Chair present and Commissioner T.W. Lannen attending by telephone.

The Board met for a Preliminary Budget workshop with Gabe Spencer, Assessor to discuss the Assessor's funds. Grant funding, revenues and expenditures, and GIS salaries and software programs were discussed. No action was taken.

The Board met for a Preliminary Budget Workshop with Sophie Miller, Senior Services Project Manager to discuss Senior Services funds. Revenues and expenditures, COLA's, longevity rates, direct charges, and capital equipment were discussed. No action was taken.

The meeting recessed at 11:44 a.m. and reconvened the same day at 3:00 p.m. with Commissioners Robert Hamlin, and Richard Mahar, Chair present and Commissioner T.W. Lannen attending by telephone.

The Board met in an Executive Session pursuant to RCW 42.30.110(1)(g), performance of a public employee for 20 minutes. At 3:23 p.m. the Chair announced they would need 5 more minutes. The Board came out of session at 3:30 p.m.

The meeting recessed at 3:30 p.m. and reconvened the next day, October 3, 2019 at 11:01 a.m. with Commissioners Robert Hamlin, and Richard Mahar, Chair present and Commissioner T.W. Lannen attending by telephone.

The Board met for a Preliminary Budget Workshop with Debi VanCamp, Human Resources Administrator to discuss budgets associated with the Human Resources Department. Budgets for Boundary Review Board and Board of Equalization were discussed. Travel expenditures were discussed for the Boundary Review Board. The need for more Board members for the Board of Equalization was discussed, and Debi said there was interest from Stevenson resident, Dave McKenzie in serving on the Board. The Human Resources budget was discussed. The meeting recessed at 11:21 a.m. due to audio problems. The meeting reconvened at 11:24 a.m. with no audio being recorded. Commissioners Robert Hamlin, and Richard Mahar, Chair were still present and Commissioner Lannen attending by telephone. Salaries, wages and benefits for the Human Resources budget were discussed, as well as professional services, and other revenues and expenditures. The new personnel policy was discussed and will go out to Elected Officials and Department Heads the following Monday.

The meeting recessed at 11:34 a.m. and reconvened the same day at 12:30 p.m. with Commissioners Robert Hamlin, and Richard Mahar, Chair present and Commissioner T.W. Lannen attending by telephone.

The Board met for a Preliminary Budget Workshop with Superior Court Judge Randy Krog, Pam Bell, Chief Deputy and Angie Hollis, Juvenile Probation Officer to discuss the Superior Court, Trial Court

Improvement, Public Defender and Juvenile budgets. Public Defender costs and contracts for indigent defense attorneys were discussed. For the Superior Court budget indigent defense expenditures, other professional services, and revenues and expenditures were discussed. The Trial Court Improvement budget revenues and expenditures were discussed. The Juvenile Probation budget grants, and revenues and expenditures were discussed. No action was taken.

The Board met for a Preliminary Budget Workshop with Emily Stevenson, Noxious Weed Program Manager to discuss the Noxious Weed fund. Grants, ER & R vehicles, and revenues and expenditures were discussed. No action was taken. Commissioner Lannen left the meeting.

The meeting recessed at 1:17 p.m. and reconvened the same day at 1:30 p.m. with Commissioners Robert Hamlin, and Richard Mahar, Chair present.

The Board met with representatives from Washington Gorge Action Programs, Underwood Conservation District, Domestic Violence and Sexual Assault, to discuss budget requests for 2020. Representatives from each entity gave a brief presentation of their program. Last year's budget awards and asks for 2020 were discussed. No action was taken.

The meeting recessed at 1:46 p.m. and reconvened the same day at 2:00 p.m. Commissioners Robert Hamlin, and Richard Mahar, Chair present and Commissioner T.W. Lannen attending by telephone.

The Board met for a Preliminary Budget Workshop with Heidi Penner, Financial Management Administrator to discuss budgets associated with the Commissioners' Office. The External Services budget was discussed concerning payment for a Veteran's Service Officer. Also, funding for 2020 requests from service groups was discussed. The travel budget for Commissioners, salaries and wages, and revenues and expenditures were discussed. Other budgets discussed were Operation Transfers, Non-Departmental Revenues, Cumulative Reserve funds, Title III, and Family Support. No action was taken.

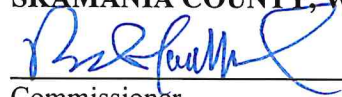
The meeting recessed at 3:12 p.m. and reconvened the same day at 3:30 p.m. Commissioners Robert Hamlin, and Richard Mahar, Chair present and Commissioner T.W. Lannen attending by telephone.

The Board met for a Preliminary Budget Workshop with Toni Farris, Probation Officer to discuss the Probation fund. Revenue from a Department of Corrections contract for office space was discussed as well as a revenue contract with the City of North Bonneville. A potential new ½ time position was discussed, as well as expenditures and revenue. No action was taken.

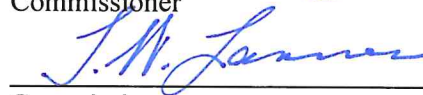
The meeting adjourned at 3:46 p.m.

Approved this 22nd day of October 2019.

**BOARD OF COMMISSIONERS
SKAMANIA COUNTY, WASHINGTON**



Commissioner




Commissioner



Commissioner

ATTEST:



Clerk of the Board



Aye _____
Nay _____
Abstain _____
Absent _____

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

Minutes for Meeting of October 8, 2019

The Board met at 9:00 a.m. on October 8, 2019 for a staff meeting at the Commissioner's Meeting Room, 240 NW Vancouver Avenue in Stevenson, with Commissioners Robert Hamlin, and Richard Mahar, Chair present. Alex Hays, Manager of Cultural Events and Recreation reported on events, Fair Board meeting, vehicles and equipment, grant applications, Exhibit Hall project, and well project. Sophie Miller, Project Manager for Senior Services reported on agenda items, Medicare open season, energy assistance sign ups, newsletter, and a new projector. Debi VanCamp, Human Resources Administrator reported on the new personnel policy, and being appointed to the Washington Gorge Action Program Board. Debbie Slack, Clerk of the Board reported on a change of meeting location for a joint workshop with the City of Stevenson to be held that night. The meeting was changed from the Commissioners' Meeting Room to the Courthouse Annex, Lower Level Meeting Room.

The meeting recessed at 9:13 a.m.

The Commissioners business meeting was called to order at 9:30 a.m. on September 10, 2019 at the Commissioners' Meeting Room, 240 NW Vancouver Avenue in Stevenson, with Commissioners Robert Hamlin, and Richard Mahar, Chair present. Commissioner T.W. Lannen participated by telephone.

The Pledge of the Allegiance was led by Somer Meade, 4-H Coordinator.

Darren Bartley, West End resident, commented on an ongoing nuisance complaint, and brought a rat to demonstrate his concern.

Norma Bartley, West End resident, commented on an ongoing nuisance complaint.

Commissioner Hamlin moved, seconded by Commissioner Lannen and motion carried unanimously to approve a Proclamation for National 4-H week, October 6-12, 2019.

Commissioner Hamlin moved, seconded by Commissioner Lannen and motion carried unanimously to approve a Proclamation for Domestic Violence Awareness month, October 2019.

Commissioner Hamlin moved, seconded by Commissioner Mahar and the motion carried unanimously to approve the Consent Agenda, except for item #6, pulled to consider separately.

1. Resolution 2019-40, Amending Resolution 2017-31, Wind River Business Park's Advisory Committee, to set term lengths
2. .09 Application for funding of Mid-Columbia Economic Development District for 2020 local assessment
3. .09 Application for funding of 2020 annual service contract for Skamania County Economic Development Council
4. Homeless Housing Council membership letters to Leslie Naramore, re-appointment, and Steve Minnis, appointment
5. Civil Service Commission appointment letter to Roger O'Brien

6. Memorandum of Agreement with the Stevenson Downtown Association for County Engineering staff services Pulled to consider separately
7. Memorandum of Understanding amendment with Community Health Plan of Washington to increase funding period and language change
8. Lease agreement with Truth Verification Services, LLC to lease office A103 at the Hegewald Center
9. Contract Renewal with Columbia Pacific Construction for snow plowing on Forest Service roads 90 and 25

Commissioner Lannen moved, seconded by Commissioner Hamlin to approve item #6 of the Consent Agenda, Memorandum of Understanding with the Stevenson Downtown Association for County Engineering staff services. Discussion included property ownership, maintenance funding, engineering services and the ability to cancel the agreement at any time. The motion carried unanimously.

Commissioner Hamlin moved, seconded by Commissioner Lannen and motion carried unanimously to approve vouchers in the amount of \$168,047.70 with \$57,583.80 being Current Expense, covering warrants #173378 - #173461.

Commissioner Lannen moved, seconded by Commissioner Hamlin and the motion carried unanimously to approve payroll with payroll warrant numbers 42305 through 42331 and direct deposit numbers 62418 through 62585 in the total amount of \$572,694.30 with \$345,603.63 being Current Expense.

Commissioner Lannen moved, seconded by Commissioner Hamlin and the motion carried unanimously to approve advertising for an on-call driver list for Senior Services.

Commissioner Hamlin moved, seconded by Commissioner Lannen and the motion carried unanimously to approve an emergency on-call hire for Solid Waste.

The Board reported on various meetings they attended. Commissioner Lannen reported on participating on a conference call with the National Forest Counties and Schools Coalition regarding Secure Rural Schools funding. He also reported on a call with WSAC and a federal advocacy committee to discuss PILT, SRS, cyber issues, fish barriers, and broadband. He also talked to Marie Perez concerning the Stevenson Downtown Association and mentioned letter protesting the Marbled Murrelet. Commissioner Hamlin reported on meeting with Nicki Carver from the Forest Service about the MOU, Pacific Corp. property, the lease at Wind River Business Park, and the utilities group. Commissioner Mahar reported on Community Partners, Lower Fish Recovery Board, and Skamania County Emergency services and Trauma Care meetings.

Department Heads presented the following 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 prepared a written report on Behavioral Health, Public Health and Developmental Disabilities. Kirby also discussed WSAC priorities for behavioral health and hospital aftercare.

The meeting recessed at 10:46 a.m. and reconvened the same day at 5:30 p.m. with Commissioners Robert Hamlin, and Richard Mahar, Chair present. Commissioner Lannen attended by telephone.

The Board met for a joint workshop with the City of Stevenson to discuss the Courthouse Plaza project. The meeting was held at the Courthouse Annex (Public Works Building), Lower Level. In attendance were Commissioners Robert Hamlin, and Richard Mahar, Chair. Commissioner T.W. Lannen participated by telephone. Other County representatives were Tim Elsea, Public Works Director, and Adam Kick, Prosecutor. City of Stevenson Council members attending were Paul Hendricks, and Matt Knudsen. Also attending were Mayor Scott Anderson, and City Administrator Leanna Kinley. Marie Perez represented the Stevenson Downtown Association. The meeting was facilitated by Casey Roeder. Items of discussion were the design plan, grants and financing, coordination between the City and County, ownership of the property and value, engineering and surveys, cost sharing, operations and maintenance, insurance, utilities, and a lease or agreement. It was decided that Adam Kick, County Prosecutor would draft an interlocal agreement by the end of 2019 for review by the City Council and County Commissioners.

The meeting adjourned at 6:43 p.m.

Approved this 29th day of October 2019.

ATTEST:





Clerk of the Board

BOARD OF COMMISSIONERS
SKAMANIA COUNTY, WASHINGTON



Commissioner



Commissioner



Commissioner

Aye 3
Nay 0
Abstain 0
Absent 0

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

Minutes for Meeting of October 15, 2019

The Commissioners business meeting was called to order at 9:30 a.m. on October 15, 2019 at the Commissioners' Meeting Room, 240 NW Vancouver Avenue in Stevenson, with Commissioner Richard Mahar, Chair present and Commissioner Tom Lannen joined via telephone.

The Pledge of the Allegiance was led by Justine Norris, Commissioners' Administrative Assistant.

Commissioner Mahar reported receiving two written public comments from Mitch Patton.

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

1. Minutes for the Special Meeting of September 23, 2019, and Minutes for the Meeting of September 24-26, 2019
2. Resolution 2019-41, Establishing Legal Holidays for 2020
3. Amendment to Schedule A of the HRA VEBA Employer Adoption Agreement
4. Interagency Agreement with Washington State Recreation and Conservation Office for collaborative implementation of the FY 19 PPA 7721 project, enhancing diagnostic and detection capacity in Washington State and the West Coast
5. Contract Amendment #1 with WR Business Directions for supported employment and community inclusion services within the Developmental Disabilities program
6. Contract Amendment with the Office of the Secretary of the State for increase of grant funds for civic engagement
7. Contract Amendment with Washington Department of Veteran's Affairs for operations in 2019 and 2020
8. Contract Amendment #2 with Connie Clark, BSN, MSN, ARNP, to provide additional funding for family planning services for Public (personal) Health and limited Behavioral Health programs
9. Contract Renewal with Black Knight Real Estate to provide digitized documents
10. Contract Renewal with CoreLogic Solutions, LLC to provide digitized documents
11. Contract Renewal with Columbia Gorge Title to provide digitized documents
12. Contract Renewal with Clark County Title Company to provide digitized documents
13. Contract Renewal with Zillow Group to provide digitized documents

Discussion included items 9-13 being revenue contracts for real estate recorded documents. The motion carried unanimously.

Commissioner Lannen moved, to approve vouchers in the amount of \$209,818.33 with \$68,475.03 being Current Expense, covering warrants #173517-#173593. The motion was seconded by Commissioner Mahar and it carried unanimously.

Commissioner Lannen moved to consider a temporary increase in hours for a Bus Driver II position. The motion was seconded by Commissioner Mahar and it carried unanimously.

The Board reported on various meetings they attended. Commissioner Lannen reported that he was utilizing his time to increase reading knowledge on Secure Rural School and PILT. He also reported reviewing the updated personnel policy. He mentioned being in touch with DNR regarding the cancellation of an upcoming Encumbered Lands field trip. He reported speaking with Angus Brody, Encumbered Lands about the solution for two other counties. Lastly, he reported staying up-to date on e-mails. Commissioner Mahar reported attending the Fair Board Meeting which informed him of a Walmart Grant increase for Health and Nutrition. He also mentioned the Fair Board Meeting nominations for Officers and Trustees, which will be voted on next month. They also discussed Alex Hays, CE Manager capital projects spreadsheet. He mentioned meeting with the Seniors Advisory Committee and Sophie Miller, Senior Services was in receipt of donated tickets to the Nutcracker next June for Senior Services. He commented on the low-income housing assistance program and attending a Library update regarding upcoming Artist of the Gorge and Understanding Alzheimer's and Dementia events. He also reported on an abundance of medical gear that has been donated to Senior Services. Lastly, he mentioned attending the Annual Pathways Pregnancy Clinic meeting and the abundance of resources for new mothers and fathers.

Commissioner Mahar reported that all afternoon agenda meetings were cancelled.

Commissioner Lannen questioned if the Sheriff had discussed budgets with any Department Heads about potential budget savings.

The meeting recessed at 9:51 a.m. and reconvened the same day at 10:19 a.m. with Commissioner Mahar, Chair present and Commissioner Tom Lannen joined via telephone.

- 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. Tim mentioned striping completion and plans to begin striping earlier for the following year. He also mentioned receiving bids for the replacement of the Exhibit Hall roof and his concerns over high bidding in relation to supplied materials. Commissioner Mahar commented regarding the possibility of utilizing Public Works employees in Overtime pay to complete the project. Tim also reported receiving a \$294,000 safety grant for enhancements of non-reflective signs, guardrails and the potential to utilize the funds for a GPS collector. He commented on the CRAB reports being worked on now and are due December 31st. He reported attending Snow meetings to coordinate letter communication for plowing efforts and internal Snow meetings and partnered with Clay Moser, Public Works department to meet with the Bus Barns about upcoming expectations for student safety. He mentioned there was no update on the Cyanobacteria found at Drano Lake. He commented on an upcoming LEAN training that he will be attending with Marlin Morat, Public Works and Sarah Kellie, Public Works. He reported on the Wind River Business Park electric meter installations and trying to meet the needs of Play Frontier to be stable enough for business. Lastly, he mentioned an abundance of public records requests from third parties and beginning to notify the parties in question.
- Kirby Richards, Community Health Director reported on Behavioral Health, Public Health and Developmental Disabilities. She spoke about Community Health offices undergoing construction starting November 1st to upgrade sound barriers. She mentioned the Transformation Project to bring a Primary Care Physician to the Community Health Office and contracting with Skyline Hospital for a fill-in Medical Assistant. Commissioner Lannen commented on that note and

questioned the different ranks of medical professionals and their terminology. She also mentioned the Developmental Disabilities Employment Event and her appreciation for employment providers in our community. She also mentioned Commission Hamlin attending the event and his excellent presentation.

The meeting adjourned at 10:43 a.m.

ATTEST:



Debbie Slaw
Clerk of the Board

**BOARD OF COMMISSIONERS
SKAMANIA COUNTY, WASHINGTON**

[Signature]
Commissioner

[Signature]
Commissioner

[Signature]
Commissioner

Aye 3
Nay 0
Abstain 0
Absent 0

BOARD OF SKAMANIA COUNTY COMMISSIONERS
Minutes for Meeting of October 22, 2019

The Board met at 9:00 a.m. on October 22, 2019 for a staff meeting at the Commissioner's Meeting Room, 240 NW Vancouver Avenue in Stevenson, with Commissioners Robert Hamlin, Tom Lannen and Richard Mahar, Chair present. Sophie Miller, Senior Services reported on increased meal site deliver numbers and an increase in transportation. She asked the board to review the impacts of the upcoming I9 changes. She mentioned she will be attending a Senior Fall Conference this week and prepping for an upcoming audit. Alex Hays, Manager of Cultural Events and Recreation reported applying for grant funding for the fairgrounds, well project, exhibit hall roof and smaller projects to come. He reported setting up for the upcoming pumpkin patch event and a generous donation of cupcakes from Rosauers. He also reported ordering a new projector to replace the current projector in the auditorium. Heidi Penner, Financial Management Administrator reported assisting Gabe Spencer, Assessor with EPA Grant Reporting. She reported working on debit card reconciliation for September and updating the Preliminary Budget Worksheet. Debbie Slack, Clerk of the Board reported on the Commissioners' upcoming travel plans to Spokane and the BOCC meeting for that week. She also commented on researching travel variations to and from Spokane for the Commissioners. She reported that she will be attending a training for the new county website and that Heidi Penner will be attending the Supplemental Budget meeting in her place. Toni Farris, Probation Officer reported that she was on vacation the previous week and has been utilizing this week to catch up on her work load. She also reported that she will be attending an upcoming event in Seattle early next week and will also be doing training for the new county website.

The meeting recessed at 9:15 a.m.

The Commissioners business meeting was called to order at 9:30 a.m. on October 22, 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 Tom Lannen, Skamania County Commissioner.

Mary Repar, Home Valley resident commented on homelessness in our county and hygiene issues. She suggested keeping the showers open year-round. She also commented on a plan for the trees at the fairgrounds and extended an invite to the Path of Universal Health Care event in November at the Stevenson Library.

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

1. Minutes for Special Meeting of September 30, 2019 and Minutes for Regular Meeting of October 1-3, 2019
2. Marijuana License renewal for Forbidden Cannabis Club, LLC
3. Set public hearing for adoption of the 2020 Preliminary Budget on November 13, 2019
4. Resolution 2019-43, Pay and partially Re-Pay Current Expense Loans
5. Resolution 2019-44, Interfund Loan to Current Expense from the Cumulative Reserve Loan Fund
6. Contract renewal with Area Agency on Aging and Disabilities for Southwest Washington for Senior transportation program

7. Contract extension with the City of Battle Ground, WA for incarceration services for city inmates
8. Resolution 2019-45, Re-establishing the County Facilities and Land Cumulative Reserve Fund

Commissioner Lannen moved, seconded by Commissioner Hamlin and motion carried unanimously to approve vouchers in the amount of \$87,971.92 with \$29,018.86 being Current Expense, covering warrants #173594 - #173656.

Commissioner Lannen moved, seconded by Commissioner Hamlin and motion carried unanimously to approve payroll in the amount of \$574,462.57 with \$339,799.00 being Current Expense, covering warrants #42322 - #42357 and direct deposit numbers #62589- #62757.

Somer Mead presented the WSU Extension report. She reported the 4H new year started this month and reported feedback from the leaders quarterly meeting about the recent Skamania County Fair. She mentioned National 4H week was a success and a successful social media campaign that received high engagement volume. She reported she will be assisting Community Events and Recreation for the upcoming pumpkin patch event and she will also be working with the state 4H staff at WSU on a volunteer engagement course. Somer also reported that she is continuing to look for funding to fill gaps to keep the Forest Youth Success program running next year and is also seeking funding for equipment replacement. She commented on the upcoming Forestry Program for Woodland Owners seminar in November. She reported Hannah Bruse's presentation at the Western Region Agricultural Event in Great Falls, Montana was well received, and Hannah will lead a county director at WASC next month in Spokane.

The Board reported on various meetings they attended. Commissioner Hamlin reported attending the Developmental Disabilities meeting and had the honor of awarding local businesses that support the program. Commissioner Lannen reported reviewing the updated personnel policy and researching the endangered Marbled Murrelet. He commented on working to align a meeting for the Timber Counties Group that will include guest speaker, Glenn Casamassa, Regional Forester. He reported meeting with Department of Natural Resources and Tim Elsea, Public Works Director about programs for the county to offset costs with road maintenance. He also reported attending the South Gifford Pinchot Collaborative. Commissioner Mahar reported attending the South-Central Workforce Developmental Council meeting and a meeting with Del Wilson, Skamania County resident regarding the Lower Columbia Fish Board meeting and potential fish recovery options.

The meeting recessed at 9:59 a.m. and reconvened the same day at 10:18 a.m. with Commissioner Robert Hamlin, Commissioner Tom Lannen and Richard Mahar, Chair present.

Department Heads presented the following 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. Tim mentioned receiving a \$294,000 grant specific to Highway Safety Improvement and DNR efforts to remove more trees. He reported that Clay Moser, Public Works attended a snow meeting about the upcoming winter and preparations. He reported attending FEMA training with the Department of Emergency Management to update cost tracking and regulations for emergency events. He mentioned

meeting with Marie Perez regarding RFQ, engineering, and city/county agreements. He commented on solid waste permits decreasing and his attendance in building inspection training with Marlon Morat, Public Works and Sarah Kellie, Public Works. Lastly, he reported working on a potential drawing for the campground which will develop a map for reservations and working on the lease offset report for the United States Forest Service.

- Kirby Richards, Community Health Director reported on Behavioral Health, Public Health and Developmental Disabilities. Kirby also reported on advertising for a vacant Community Health position and the new Deputy Health Officer meeting with the Nurse Practitioner later that day.

The meeting recessed at 10:31 a.m. and reconvened the same day at 10:47 a.m. with Commissioner Robert Hamlin, Tom Lannen and Richard Mahar, Chair Present.

The Board met with Patti Latimer for the Safety Committee report. The reports included:
2019-05 – Commissioner Hamlin moved, seconded by Commissioner Lannen and motion carried unanimously to agree with the Safety Committee’s finding.
2019-06 – Commissioner Lannen moved, seconded by Commissioner Hamlin and motion carried unanimously to agree with the Safety Committee’s finding.
2019-E-06 – Commissioner Hamlin moved, seconded by Commissioner Lannen and motion carried unanimously to agree with the Safety Committee’s finding.
2019-E-07 - Commissioner Hamlin moved, seconded by Commissioner Lannen and motion carried unanimously to agree with the Safety Committee’s finding.
2019-07 - Commissioner Hamlin moved, seconded by Commissioner Lannen and motion carried unanimously to agree with the Safety Committee’s finding.
2019-08 - Commissioner Lannen moved, seconded by Commissioner Hamlin and motion carried unanimously to agree with the Safety Committee’s finding.

The meeting recessed at 10:56 a.m. and reconvened the same day at 11:17 a.m. with Commissioners Robert Hamlin, Tom Lannen and Richard Mahar, Chair Present.

The Board participated in a Financial Management Workshop with Elected Officials and Department Heads to discuss County finances. Heidi Penner, Financial Management Administrator reported on September 2019 expenditures and revenues. She gave a historical presentation of the Current Expense revenues and expenditures. Formatting of the informational spreadsheets was discussed. It was decided that only amounts under zero would be depicted with red ink. The 2020 Preliminary budget was discussed as well as a health insurance rate change, beginning cash carryover, levy shift, diversion, and Secure Rural Schools funding.

The meeting recessed at 11:53 a.m. and reconvened at 5:30 p.m. the same day with Commissioners Robert Hamlin, and Richard Mahar, Chair present. Commissioner Lannen attended by telephone.

The Board held a public hearing to consider Resolution 2019-36, Supplemental Budget #4 to the 2019 Budget. There was no public comment. Commissioner Hamlin moved, Commissioner Lannen seconded and the motion carried unanimously to approve Resolution 2019-36, Supplemental Budget #4 to the 2019 Budget.

The meeting adjourned at 5:32 p.m.

ATTEST:



Debbie Slaw
Clerk of the Board

BOARD OF COMMISSIONERS
SKAMANIA COUNTY, WASHINGTON

[Signature]
Commissioner

[Signature]
Commissioner

[Signature]
Commissioner

Aye 3
Nay 0
Abstain 0
Absent 0