

BOARD OF SKAMANIA COUNTY COMMISSIONERS
Skamania County Courthouse
240 NW Vancouver Ave. Lower Level, Room 18
Stevenson, WA 98648
Minutes for Meeting of March 8, 2022

The Board of Commissioners met for a staff meeting at 9:00 a.m. on Tuesday, March 8, 2022 at the Commissioners' Meeting Room, 240 NW Vancouver Avenue, Stevenson, WA with Commissioners Robert Hamlin, T.W. Lannen, and Richard Mahar Chair present. Sophie Miller, Senior Services Project Manager reported that the department received 5 applications for the Assistant Manager position in her department. Interviews will be held the following week. The dispatch position ends Friday, and the advertisement closes on March 21, 2022. She also reported on being glad to have a Veteran's Advisory Service Officer to help. She also reported she is one vehicle down with no update on the state contract to purchase. Debi VanCamp, Human Resources Administrator reported on union negotiations, Washington Gorge Action Program, and Homeless Housing meetings. There will be a union meeting the following day, and she has job descriptions on that day's agenda for consideration of approval. Toni Farris, Probation Officer reported on audits, and she will be attending a workshop with the Board later in the day to discuss the Probation Department. Alex Hays, Community Events and Recreation Manager reported on his schedule, the DFC Coordinator position, mattress updates, batting cages being used by the high school, Blues and Brews camping, and a Fair Board meeting. He also reported a carnival provided by Rainer Amusements will be at the Fair, and he reported on well grants. Heidi Penner, Financial Management Administrator reported an ARPA stipend has been paid and health insurance taken out, not budgeted for. The funds will be moved from ARPA to individual budgets and a journal entry done. Debbie Slack, Clerk of the Board reported on Supplemental Budget #1 and public records requests.

The meeting recessed at 9:21 a.m.

The Commissioners' business meeting was called to order at 9:30 a.m. on Tuesday, March 8, 2022, at the Commissioners' Meeting Room, 240 NW Vancouver Avenue in Stevenson, with Commissioners Robert Hamlin, T.W. Lannen and Richard Mahar, Chair present.

The Pledge of the Allegiance was led by Debbie Slack, Clerk of the Board.

There was no public comment.

Written Comment was submitted by Mitch Patton regarding septic permits and fees.

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

1. Memorandum of Agreement, Appendix A with Washington State University to identify funding source as federal or non-federal for their agreement with Skamania County
2. Joint Resolution with Clark County Councilors and Klickitat County Commissioners to appoint Kristy Morgan to serve as Clary County's designee as trustee on the Fort Vancouver Regional Library Board
3. Re-appoint Leslie Naramore to the Homeless Housing Council
4. Re-appoint Ingrid Colvard to the Homeless Housing Council
5. Re-appoint Steve Minnis to the Homeless Housing Council
6. Contract with Area Agency on Aging & Disabilities for Southwest Washington for the Home Delivered Meal Expansion Program

7. Renewal of Interlocal Agreement with the City of Stevenson to provide legal services
8. Letter of Engagement with TDJ CPA Incorporated to compile the County's annual report for the State Auditor's Office and assist with the annual indirect cost allocation plan
9. Contract with Camden Hill for design and layout of annual voters' pamphlet
10. Contract Amendment with Protocol Services, Inc. to provide mental health and public health professional crisis call screening when Community Health office is closed. Amendment increases funding
11. Contract renewal with Washington Gorge Action Programs for the Permanent Supportive/Transitional Housing Program and Emergency Shelter Program

Commissioner Hamlin moved, seconded by Commissioner Lannen and the motion passed unanimously to approve vouchers for the period dated March 8, 2022, in the total amount of \$263,630.02 with \$83,013.18 being Current Expense, covering warrant numbers 185808 through 185879.

Commissioner Hamlin moved, seconded by Commissioner Lannen and the motion passed unanimously to approve payroll for the period dated February 16th through February 28, 2022, in the total amount of \$608,041.17 with \$363,229.16 being Current Expense, covered by payroll warrants 43566 through 43583 and direct deposit numbers 72611 through 72786.

Commissioner Hamlin moved, seconded by Commissioner Lannen and motion carried unanimously to approve a job description and set salary for Traffic Specialist Assistant Road Worker.

Commissioner Lannen moved, seconded by Commissioner Hamlin and motion carried unanimously to approve a job description and set salary for Permit Technician/Assistant Building Inspector.

Commissioner Hamlin moved, seconded by Commissioner Lannen and motion carried unanimously to approve a job description and set salary for Engineering Technician Maintenance and Data Collection.

Commissioner Hamlin moved, seconded by Commissioner Mahar and motion carried unanimously to approve a job description and set salary for Engineering Technician Project Coordinator.

Commissioner Lannen moved, seconded by Commissioner Hamlin and motion carried unanimously to approve a job description and set salary for Engineering Technician Database and Asset Management.

The Board reported on various meetings they attended. Commissioner Hamlin reported on Southwest Washington CAA, and MCEDD Executive Board. The status of Biomass at Wind River Business Park was mentioned by Commissioner Lannen. Commissioner Lannen reported on legislative tracking of the encumbered lands funding. He also reported on meeting with staff of Senator Cantwell's office on the Wind River Business Park conveyance. He attended a Regional Transportation Council meeting and gave updates on the Bridge project and Gorge transportation. Commissioner Hamlin reported meeting with Paul Koch of the Port of Cascade Locks on the Hood River Bridge project. Commissioner Lannen also reported on a Washington Counties Risk Pool Zoom call and reported there will be insurance premium increases, with Cyber insurance escalating. He also attended the Washington Counties Risk Pool Spring Conference with Adam Kick, Prosecutor, and Debi VanCamp, Human Resources. Commissioner Mahar, reported on a Developmental Disabilities Advisory Board meeting, Invasive Species conference, Washington State Association of Counties legislative updates, and met with Representative Chris Corry and Jim Walsh on firearms legislative.

The Board met for Department Head reports.

- Tamara Cissell, Community Health Director reported on Behavioral Health, Public Health, Developmental Disabilities and Housing. She reported on Senate House Bill 1735, Narcan vending machines, and a letter from the City of Stevenson asking about a needle exchange program.
- Tim Elsea, Public Works Director reported on Engineering, County Road, ER & R, Solid Waste, Buildings and Grounds, Information Technology and Wind River Business Park. He reported on Engineering projects including Blue Lake Pit, 2019 HSIP, Brooks Road, grants due on March 16th.
- Alan Peters, Community Development Director was not in attendance but submitted a written report on Planning, Building and Environmental Health.

The meeting recessed at 10:27 a.m. and reconvened the same day at 10:30 a.m. with Commissioners Robert Hamlin, T.W. Lannen and Richard Mahar, Chair present.

The Board met with Angie Weiss, Executive Director of the Skamania County Chamber of Commerce for updates. Angie reported on a new database, a survey on how the Chamber can be a solution to business problems. She also reported on revised dues, Strategic Plan, tourism promotion, a travel writer, and events. She also talked about the docking schedule for 2022 for boats coming into the Port of Skamania County and the Washington State Tourism Alliance.

The meeting recessed at 10:48 a.m. and reconvened the same day at 11:00 a.m. with Commissioners Robert Hamlin, T.W. Lannen, and Richard Mahar, Chair present.

The Board met with Kevin Waters, Executive Director of the Skamania County Economic Development Council for updates. Kevin reported on Biomass, loan requests, CFM lobbyist, and Broadband funding.

The Board held a workshop to discuss Community Health lease funds. The funds were discussed for deposit into the Capital Improvement Fair fund, and Cumulative Reserves Buildings and Grounds. Commissioner Lannen moved, seconded by Commissioner Hamlin and motion carried unanimously to direct Treasurer to deposit funds from Skamania County warrant # 184768, in the amount of \$972,531.03 as follows: Capital Improvement Fair Fund (3010.200) - \$700,000 and Cumulative Reserve Buildings and Grounds fund (1024.000) in the amount of \$272,531.03 with expenditure authority submitted for approval in Supplemental Budget #2 for 2022.

The meeting recess at 11:52 a.m. and reconvened the same day at 3:30 p.m. with Commissioners Robert Hamlin, T.W. Lannen, and Richard Mahar, Chair, present.

The Board held a workshop to discuss the Probation Department, with Toni Farris, Probation Officer. Restructuring of the department was discussed including:

1. The addition of a part time Probation Officer
2. Monday through Friday schedule
3. Open door policy (who's in the office when officer is in court)
4. Criminal activity occurred in Skamania County (interstate compact)
5. Interstate compact misdemeanor
6. Probation salary range
7. "No marijuana policy" – liability

The Board also discussed if a Probation Department is needed, and how much would it cost for an assistant. The current Probation Officer is set to leave the position on June 15th, leaving 15 days after hiring for training of a new officer. No action was taken.

The meeting recessed at 4:00 p.m. and reconvened the same day at 4:15 p.m. with Commissioners Robert Hamlin, T.W. Lannen, and Richard Mahar, Chair present.

The Board met in a workshop to discuss ARPA internal funding requests
Commissioner Hamlin moved, seconded by Commissioner Lannen to approve the award of ARPA funding in the total amount of \$118,600 to the following Departments:

- Noxious Weed - \$22,000
- Human Resources - \$5,000
- Public Works - \$10,000
- Treasurer - \$5,000
- Community Development - \$16,600
- County Clerk - \$60,000

The motion carried unanimously.

The meeting recessed at 4:53 p.m. and reconvened the same day at 5:30 p.m. with Commissioners Robert Hamlin, T.W. Lannen, and Richard Mahar, Chair present.

The Board held a public hearing to take public comment and consider Resolution 2022-08, In the matter of Skamania County Commissioner District Boundaries based on the 2020 Unties State decennial census. Robert Waymire, Assessor reported numbers are close since previous workshop. Commissioner Lannen reported minimal impact on Commissioner Districts. The Port of Skamania County has finished and line corrected, and now waiting for the School District. There was no public comment. Commissioner Lannen moved, seconded by Commissioner Hamlin, and motion carried unanimously to approve Resolution 2022-08.

The Board held a public hearing to take public comment and consider Resolution 2022-06, Supplemental Budget #1 for 2022. Heidi Penner, Financial Management Administrator gave the staff report, asking if there were any questions from the Board. There was no public comment. Commissioner Hamlin moved, seconded by Commissioner Lannen and motion carried unanimously to approve Resolution 2022-06 Supplemental Budget #1 for 2022.

The meeting adjourned at 5:40 p.m.

ATTEST:



Debbie Slack

Clerk of the Board

**BOARD OF COMMISSIONERS
SKAMANIA COUNTY, WASHINGTON**

[Signature]

Commissioner

J.W. Lannen

Commissioner

[Signature]

Commissioner

Aye 3
Nay 0

Abstain 0
Absent 0