



Wahkiakum Board of County Commissioners

District No. 1 Commissioner: *Lee Tischer, Chair*
District No. 2 Commissioner: *Daniel L. Cothren*
District No. 3 Commissioner: *Gene Strong*

MINUTES Board of Wahkiakum County Commissioners Regular Meeting April 25, 2023

Chair Lee Tischer called the regular meeting of the Board of Wahkiakum County Commissioners to order on April 25, 2023, at 9:30 a.m. in the third-floor public meeting room of the Wahkiakum County Courthouse located at 64 Main Street in Cathlamet, Washington.

Present: Chair Lee Tischer, Commissioner Gene Strong, Commissioner Dan Cothren, Clerk of the Board Beth Johnson. Public Works Director Chuck Beyer, Treasurer Tammy Peterson, HHS Operations Manager Duncan Cruickshank, HHS Financial/Budget Manager, HHS Director Chris Bischoff, Auditor Nicci Bergseng, Sheriff Mark Howie, Undersheriff Gary Howell, Building Inspector/Planner Dave Hicks.

Flag Salute

Chair Lee Tischer led the flag salute.

Regular Meeting Agenda

It was **M/S/A** by Commissioners Cothren and Strong approving the regular meeting agenda for April 25, 2023. Vote: Aye – Strong, Tischer and Cothren. Unanimously approved.

Consent Agenda

It was **M/S/A** by Commissioners Strong and Cothren approving the consent agenda for April 25, 2023. Vote: Aye – Strong, Tischer and Cothren. Unanimously approved. The consent agenda contained the following items:

- A. Regular Meeting Minutes of April 18, 2023
- B. Resolution No. 58-23 a resolution approving payment of county obligation to the Wahkiakum County Historical Society in the amount of \$3,000.00
- C. Resolution No. 59-23 a resolution approving payment of county obligation to the Town of Cathlamet for the Blanche Bradley Memorial Library in the amount of \$3,000.00
- D. Resolution No. 60-23 a resolution approving payment of county obligation to the Wahkiakum Animal Advocates Group (WAAG) in the amount of \$3,000.00
- E. Resolution No. 61-23 a resolution authorizing the expenditure of funds from the Interlocal Cooperation Cumulative Reserve Fund for the payment of vouchers properly chargeable to said fund in the amount of \$1,249.93
- F. Resolution No. 62-23 a resolution authorizing the expenditure of funds from the County Properties Cumulative Reserve Fund for the payment of vouchers properly chargeable to said fund in the amount of \$5,455.48

- G. Voucher Approval - \$117,827.35
- H. Voucher Approval – Transfer Batch - \$138,140.00

Public Comment

A Puget Island resident discussed water quality and supply issues on the island.

A Cathlamet commented that litter needs to be picked up on the roadways. Discussion ensued on solid waste and litter control issues.

New Business

Resolution Certifying Capitalized Assets

It was **M/S/A** by Commissioners Cothren and Strong to approve Resolution No. 63-23 a resolution certifying capitalized assets. Vote: Aye – Strong, Tischer and Cothren. Unanimously approved.

Recommendation of Appointment to the Lower Columbia Fish Recovery Board

It was **M/S/A** by Commissioners Cothren and Strong to recommend the appointment of either of the candidates (Mike Passmore and Sandra Staples-Bortner) to the Lower Columbia Fish Recovery Board, and to send the candidates to the Board for their decision. Vote: Aye – Strong, Tischer and Cothren. Unanimously approved.

Beautification Committee

Request to Use the Small Works Roster to Obtain Proposals for the Courthouse Landscape Project

It was **M/S/A** by Commissioners Strong and Cothren to approve of the use of the Small Works Roster process to collect proposals for the landscape project of the courthouse. Vote: Aye – Strong, Tischer and Cothren. Unanimously approved.

Treasurer

Credit Card Application

The county has had difficulty making some online purchases from vendors that do not offer billing. There has been discussion on moving to a P-card system, however, in the interim, the Treasurer requested authorization to obtain a credit card to use for larger purchases when billing is not offered. It was **M/S/A** by Commissioners Cothren and Strong to approve of the Treasurer, Tammy Peterson, applying to the Bank of the Pacific for a county credit card with a limit up to \$25,000. Vote: Aye – Strong, Tischer and Cothren. Unanimously approved.

Health & Human Services

Bid Acceptance – Electrical Work at the Hope Center Annex

Rawhide Electric submitted the sole bid for this project; the bid had to be corrected to allow for prevailing wages. The corrected bid amount is \$7,485.25. It was **M/S/A** by Commissioners Strong and Cothren to approve of the bid from Rawhide Electric Services for the electrical work at the Hope Center Annex. Vote: Aye – Strong, Tischer and Cothren. Unanimously approved.

Bid Acceptance – Walking Paths and Tree Removal at the HHS Elochoman Campus

It was **M/S/A** by Commissioners Cothren and Strong to accept the bid from Forrest Mora Landscaping for the path and tree removal project. Vote: Aye – Strong, Tischer and Cothren. Unanimously approved.

Contract for Professional Resiliency Workshop

It was **M/S/A** by Commissioners Strong and Cothren to approve of the contract with Julie Ballew (for the Professional resiliency Workshop and to allow for the one-day closure of the HHS Department to allow employees. Vote: Aye – Strong, Tischer and Cothren. Unanimously approved.

Building & Planning

Public Works Contract for the Fairgrounds Horse Barn Concrete Project

It was **M/S/A** by Commissioners Cothren and Strong to approve of the Public Works Contract with BTN Homes, LLC for the horse barn concrete project. Vote: Aye – Strong, Tischer and Cothren. Unanimously approved.

Public Works

Agreement with WSDOT for Ferry Funding During the Emergency Lewis & Clark Bridge Closure in April

It was **M/S/A** by Commissioners Strong and Cothren to approve of the Chair’s signature on the WSDOT DD00416 Agreement for continual ferry service during the SR-433 14-hour closure. Vote: Aye – Strong, Tischer and Cothren. Unanimously approved.

Contract for Design services for Wilson Creek Bridge on East Valley Road

It was **M/S/A** by Commissioners Cothren and Strong to approve of the agreement with DOWL (for the Wilson Creek Bridge project on East Valley Road). Vote: Aye – Strong, Tischer and Cothren. Unanimously approved.

Commissioner Reports

The Board provided their weekly reports and discussed the end of the legislative session.

Workshop

Shoreline Master Program Administrator

The Board met with Nick Nikkila, Chuck Hendrickson and Lily Kolditz, members of the Real Property Rights Advisory Board (RPRAB), to continue discussing various options for the SMP Administrator. The RPRAB is recommending that another entity take over the responsibilities of the SMP administration.

Workshop
Fair Board: Increased Hours for Fair Manager and Handyman Positions

Patty Dursteler, Fair Manager, and Becky Thacker, Fair Board Member, were present to request several changes regarding the fairgrounds management. The Fair Board requested to increase the Fair Manager's hours to 32 hours per week and to increase the Handyman's hours in the winter months. Following discussion, the Board was in consensus to approve of the handyman hours for November, however, no action was taken regarding the Fair Manager position. The Board will discuss this again at budget time.

Adjournment

With no further business to come before the board, the meeting was adjourned at 11:14 a.m.

Attest:



Elizabeth Johnson
Clerk of the Board

Approved:



Lee Tischer
Chair of the Board