



## 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 July 25, 2023

Chair Lee Tischer called the regular meeting of the Board of Wahkiakum County Commissioners to order on July 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, Sheriff Mark Howie, Undersheriff Gary Howell, HHS Operations Manager Duncan Cruickshank, Auditor Nicci Bergseng, Treasurer Tammy Peterson, Public Works Director Chuck Beyer, HHS Director Chris Bischoff, Payroll & Benefits Administrator Morgan Blix, Payroll & Benefits Coordinator Austyn Getman.

#### 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 July 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 July 25, 2023. Vote: Aye – Strong, Tischer and Cothren. Unanimously approved. The consent agenda contained the following items:

- A. Regular Meeting Minutes of July 18, 2023
- B. Resolution No. 98-23 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 \$1,517.99
- C. Resolution No. 99-23 a resolution authorizing the expenditure of funds from the Inter Local Cooperation Cumulative Reserve Fund for the payment of vouchers properly chargeable to said fund in the amount of \$1,193.11
- D. Resolution No. 100-23 a resolution authorizing the expenditure of funds from the Electronic Communications Cumulative Reserve Fund for the payment of vouchers properly chargeable to said fund in the amount of \$69.55
- E. Voucher Approval - \$167,020.44
- F. Voucher Approval – Transfer Batch - \$138,140.00
- G. Voucher Approval – Transfer Batch - \$6,359.00

- H. Voucher Approval – Transfer Batch - \$2,120.00
- I. Voucher Approval – Transfer Batch - \$1,500.00
- J. Voucher Approval – Transfer Batch - \$7,500.00

### **Public Comment**

A west end resident commented that the state has declared a state of emergency for 12 counties for drought, however, Wahkiakum is not included. She discussed the drought status of the Grays Bay area and requested that an effort be made to have Wahkiakum County included in the state's emergency.

### **New Business**

#### Deed of Trust Reconveyance

In 1996, a federal program granted loans to residents in need of capital improvements to allow them to avoid homelessness. Wahkiakum County was the pass-through entity for these funds and Jonnie and Gerald Knowles received a loan in the amount of \$5,038.75 on August 13, 1996. The Deed of Trust for their parcel was never reconveyed. It was **M/S/A** by Commissioners Strong and Cothren to approve of the Chair's signature on the Indemnification Affidavit for Lost Note & Deed of Trust; and on the Request for Full Reconveyance regarding property ID #5207, Gerald and Jonnie Knowles. Vote: Aye – Strong, Tischer and Cothren. Unanimously approved.

#### Appointment to the Real Property Rights Advisory Board

It was **M/S/A** by Commissioners Cothren and Strong to appoint Jason Will to the Real Property Rights Advisory Board, representing District No. 1, effective through December 31, 2023. Vote: Aye – Strong, Tischer and Cothren. Unanimously approved.

#### Liquor License Application – Change of Corporate Officers/Stockholders

Aliya and Sahij, LLC, dba the Cathlamet Mini Mart, located at 301 East SR-4 in Cathlamet have applied for a Change of Corporate Officers Liquor License. The Board unanimously had no objection.

### **Auditor's Office**

#### Engagement Letter with TDJ CPA, Inc. for CPA Services

It was **M/S/A** by Commissioners Cothren and Strong to approve of the engagement letter between Wahkiakum County and TDJ CPA to assist the preparation of the 2022 annual report. Vote: Aye – Strong, Tischer and Cothren. Unanimously approved.

### **Public Works**

#### Amendment to the A&E Professional Services Consultant Agreement with Exeltech

It was **M/S/A** by Commissioners Strong and Cothren to approve of the additional Classification Rates for subconsultant parametrix (on Amendment B to the Contract for A&E Professional Services Negotiated Hourly Rate Consultant Agreement with Exeltech Consulting, Inc.). Vote: Aye – Strong, Tischer and Cothren. Unanimously approved.

## Health & Human Services

### Revision of Public Health Nurse Positions I and II and Creation of Public Health Nurse III

It was **M/S/A** by Commissioners Cothren and Strong to approve of the position update for Public Health Nurse positions for Health & Human Services, hiring of one FTE and the Memorandum of Understanding with the American Federation of State, County and Municipal Employees. Vote: Aye – Strong, Tischer and Cothren. Unanimously approved.

### Temporary, Part-Time Public Health Nurse III

This temporary position is meant to fill the gap until the full-time Public Health Nurse position is filled. It was **M/S/A** by Commissioners Strong and Cothren to approve of the creation and hiring of one part-time, temporary Public Health Nurse II position. Vote: Aye – Strong, Tischer and Cothren. Unanimously approved.

### New Position: Local Emergency Response Coordinator

It was **M/S/A** by Commissioners Cothren and Strong to approve of the creation of a new position, Local Emergency response Coordinator, and the hiring of one full-time person and the Memorandum of Understanding with the American Federation of State, County and Municipal Employees. Vote: Aye – Strong, Tischer and Cothren. Unanimously approved.

### Acceptance of Quote for Electrical Work for New Elochoman Campus Gym and Break Room Buildings

It was **M/S/A** by Commissioners Strong and Cothren to accept the estimate from Rawhide Electric for \$32,326.55 for electrical work on the Elochoman Campus. Vote: Aye – Strong, Tischer and Cothren. Unanimously approved.

### Consolidated Homeless Grant Contract for Homelessness Crisis Response Systems

It was **M/S/A** by Commissioners Cothren and Strong to approve of the Chair's signature on Contract #24-46108-33 between the Washington Department of Commerce and Wahkiakum County Health and Human Services Department in the amount of \$466,685.00. Vote: Aye – Strong, Tischer and Cothren. Unanimously approved.

### Agreement with WA DSHS/DDA for funding for Developmental Disabilities Supported Employment Services

It was **M/S/A** by Commissioners Strong and Cothren to approve of the Chair's signature of Program Agreement #2363-48934 between the Washington State Department of Social and Health Services and Wahkiakum County. Vote: Aye – Strong, Tischer and Cothren. Unanimously approved.

### Contract with Washington State Health Care Authority for Prevention Services Funding

It was **M/S/A** by Commissioners Cothren and Strong to approve of the Chair's signature on Contract #K6980 between the Washington State Health Care Authority and Wahkiakum County from July 1, 2023 to June 30, 2025 for up to \$930,000.00. Vote: Aye – Strong, Tischer and Cothren. Unanimously approved.


## Adjournment

With no further business to come before the board, the meeting was adjourned at 10:05 a.m.

Attest:

  
Elizabeth Johnson  
Clerk of the Board

Approved:

  
Lee Tischer  
Chair of the Board