



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 August 22, 2023

Chair Lee Tischer called the regular meeting of the Board of Wahkiakum County Commissioners to order on August 22, 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. Undersheriff Gary Howell, IT Manager Josh Holt, HHS Director Chris Bischoff, Treasurer Tammy Peterson, Auditor Nicci Bergseng, Clerk Kay Holland, Public Works Director Chuck Beyer, HHS Community Services Manager Julie Johnston.

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 August 22, 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 August 22, 2023. Vote: Aye – Strong, Tischer and Cothren. Unanimously approved. The consent agenda contained the following items:

- A. Regular Meeting Minutes of August 15, 2023
- B. Resolution No. 109-23 a resolution authorizing the expenditure of \$3,182.31 from the Contingent Liabilities Cumulative Reserve Fund for payment of accumulated annual leave to Andrew Jenkins and for payment of county share of FICA/Medicare
- C. Resolution No. 110-23 a resolution authorizing the expenditure of funds from the Emergency Medical Services Cumulative Reserve Fund for the payment of vouchers properly chargeable to said fund in the amount of \$5,000.00
- D. Resolution No. 111-23 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 \$5,118.10
- E. Resolution No. 112-23 a resolution authorizing the expenditure of \$350.97 from the Contingent Liabilities Cumulative Reserve Fund for the payment of medical claims for a LEOFF member

- F. Resolution No. 113-23 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 \$13,500.00
- G. Voucher Approval - \$122,586.76
- H. Holiday Closure: Labor Day – Monday, September 5, 2022
- I. Notice of Public Hearing at 9:45 a.m. on September 12, 2023 to consider an application from the Columbia Land Trust for the reclassification of parcel PID#5125, 156 Raistakka Road in Rosburg, from Farm and Ag Land to Open Space Land

Public Comment

Comments were heard from two different Fair Board members.

New Business

Resolution Creating the Wahkiakum County Information Technology Department

It was **M/S/A** by Commissioners Cothren and Strong to adopt Resolution No. 114-23 a resolution creating the Wahkiakum County Information Technology Department. Vote: Aye – Strong, Tischer and Cothren. Unanimously approved.

Wahkiakum Conservation District

Darin Houpt, District Manager of the Wahkiakum Conservation District, advised that the Washington State Conservation Commission has received authority to reopen the program to allow counties to opt-in to the Voluntary Stewardship Program. Opting-in creates more funding opportunities for the Conservation District.

It was **M/S/A** by Commissioners Strong and Cothren to set a date for a public hearing date for the VSP program and to follow up with a resolution. Vote: Aye – Strong, Tischer and Cothren. Unanimously approved.

Building & Planning Department

Small Works Contract for the Replacement of the Retaining Wall at the Clinic Building

It was **M/S/A** by Commissioners Strong and Cothren to approve of the Small Works Contract with Midway Underground for the replacement of the retaining wall at the clinic building. Vote: Aye – Strong, Tischer and Cothren. Unanimously approved.

Public Works

Agreement with Peninsula Sanitation Services for Maintenance and Transport of KM Solid Waste Drop Box

It was **M/S/A** by Commissioners Cothren and Strong to approve of the Public Works Agreement between Peninsula Sanitation Services and Wahkiakum County for KM solid waste boxes transport and dumping. Vote: Aye – Strong, Tischer and Cothren. Unanimously approved.

Health & Human Services

Request to Add an Additional FTE for Community Outreach Specialist

This position already exists; HHS requested to add an additional FTE to this position. This position will not be funded from the Current Expense Fund. It was **M/S/A** by Commissioners Strong and Cothren to approve of adding one additional FTE Community Outreach Specialist position. Vote: Aye – Strong, Tischer and Cothren. Unanimously approved.

Grant Contract Agreement for the Purchase of Two New Buses

This grant contract is for the purchase of two new buses; it requires a \$40,000 match, that is already budgeted in the Transit Fund. It was **M/S/A** by Commissioners Cothren and Strong to approve of the Chair's signature on the Consolidated Capital Grant #PTD0743 between Wahkiakum Health and Human Services and Washington State Department of Transportation. Vote: Aye – Strong, Tischer and Cothren. Unanimously approved.

Auditor

Purchase of Assessor's Copier

The copier in the Assessor's Office is currently on a monthly fee; this will purchase the machine outright and put it on the replacement schedule. It was **M/S/A** by Commissioners Strong and Cothren to approve of purchasing the copier for the Assessor's Office in the amount of \$1,500. Vote: Aye – Strong, Tischer and Cothren. Unanimously approved.

Clerk

Request to Hire an Employee with an Overlap for Training

The Clerk's office has a vacancy and she requested to hire an employee with a one month overlap for training purposes; the maximum cost for this request will be \$5,468. It was **M/S/A** by Commissioners Cothren and Strong to approve of the Clerk's Office overlapping employees for a one-month period. Vote: Aye – Strong, Tischer and Cothren. Unanimously approved.

Finance Committee

Present: Chair Lee Tischer, Auditor Nicci Bergseng, Treasurer Tammy Peterson.

As of 7-31-23, revenues were at 56% and expenditures at 43% for the year. Interest rates continue to rise; \$262,792 has been received in interest, with only \$165,000 being budgeted for. The AARPA funding will be depleted in 2023. The current loan to the Current Expense Fund is just over \$1M. The main timber harvest revenues have not yet been received this year.

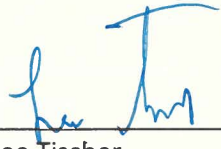
Commissioner Reports

The Board discussed their work over the past week.

Adjournment

With no further business to come before the board, the meeting was adjourned at 10:30 a.m.

Attest: 
Elizabeth Johnson
Clerk of the Board

Approved: 
Lee Tischer
Chair of the Board