

**Minutes  
Board of Wahkiakum County Commissioners  
Regular Meeting  
July 12, 2011**

**Call to Order**

Chair Lisa M. Marsyla called the regular meeting of the Board of Wahkiakum County Commissioners on July 12, 2011, at 9:30 a.m. in the public meeting room of the Wahkiakum County Courthouse.

Present: Commissioner Lisa M. Marsyla, Commissioner Blair H. Brady, Commissioner Daniel L. Cothren, Clerk of the Board Marsha LaFarge, Public Works Director Pete Ringen, HHS Director Judy Bright, Local Emergency Response Coordinator Jerusha Kasch, Assessor Bill Coons, Building and Planning Department Manager Chuck Beyer, Sheriff Jon Dearmore, Undersheriff Mark Howie, Superior Court Clerk Kay Holland, Prosecuting Attorney Dan Bigelow and Auditor Diane Tischer.

Others Present: *Wahkiakum County Eagle* Publisher Rick Nelson, Beau Renfro, Frank Loomans, Van Wilkinson, Pat Anderson, Jerod McIntyre.

**Flag Salute**

Chair Marsyla led the flag salute.

**Regular Meeting Agenda**

It was M/S by Commissioners Cothren and Brady to approve the regular meeting agenda for July 12, 2011. Carried.

**Consent Agenda**

It was M/S by Commissioners Brady and Cothren to approve the consent agenda for July 12, 2011. Carried. The consent agenda contained the following items:

- A. Minutes of June 28, 2011
- B. Resolution No. 101-11. 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 \$3,750.00.
- C. Resolution No. 102-11. 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 \$163.33.
- D. Resolution No. 103-11. 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 \$5,059.36.
- E. Voucher Approval - \$162,142.06
- F. Transfer Voucher Approval - \$24,186.00

**New Business**

Distribution of PUD Tax

It was M/S by Commissioners Brady and Cothren to authorize the Treasurer to distribute PUD tax as follows: \$4,632.97 to the Town of Cathlamet and \$23,006.56 to current expense. Carried.

## Public Works

### Draft Policy on Sign Retro-Reflectivity

Public Works Director Pete Ringen reviewed the draft policy on Sign Retro-Reflectivity. Ringen explained the Federal Highway Administration adopted new requirements for sign retro-reflectivity which means our county must have a policy in place by January 2012. This basic policy would bring us into compliance. The initial phase of compliance includes assessment of our existing signs. Ringen will bring the final policy to the board by the end of the year.

### Ferry Landing Security System Contract

Ringen stated he issued a request for quotes using the small works roster and contacted three contractors to receive a bid for the installation of a ferry security system. Mill Plain Electric provided the most favorable quote in the amount of \$19,680. Ringen is working with the Prosecuting Attorney to prepare a contract. Ringen noted that WSDOT has indicated the cost of this system would be considered allowable under the reimbursable agreement for ferry operations which represents 80% or \$15,744 with an anticipated road fund cost of \$3,936. Additionally, the monthly ongoing fee will also be reimbursable under the state contract.

### Win CAMS Software

Ringen explained the Public Works Department has been using Compu-Tech software which is no longer supported and there is a need to find new software to handle their financial reporting. Ringen further stated that 23 of the 39 counties in Washington are using Win CAMS which specializes in public works software. They have developed modules for various needs including ER&R, project level cost accounting and maintenance management, and they are working on an additional program which will allow it to interface with the auditor's New World software. The commissioners asked Ringen to return to the board with the total cost of this software including hardware costs, servers and licenses.

## Board of Health

### DSHS Long-Term Payable Program Agreement

It was M/S by Commissioners Brady and Cothren authorizing the chair's signature on the County Long-Term Payable Program Agreement No. 1163-26514 between the county and Department of Social & Health Services. Carried.

### Application to Renew Mental Health License

It was M/S by Commissioners Cothren and Brady authorizing the chair's signature on the Community Mental Health Services Application for License between Wahkiakum County Health & Human Services and the Department of Social and Health Services. Carried.

### Public Health Emergency Support Letter

Local Emergency Response Coordinator Jerusha Kasch stated the county receives federal dollars for CDC emergency planning and with the dwindling county staff; the question came about, how does the county plan to distribute medication to the mass population in the event of an actual public health emergency. There has been a verbal understanding of support by the commissioners, but the Board of Health is requesting a written confirmation to deploy all available county employees who are not otherwise engaged in an emergency medical response as necessary. It was M/S by Commissioners Brady and Cothren authorizing the chair's signature on the letter of commitment to the Wahkiakum County Health & Human Services' emergency preparedness response plan. Carried.

### Consultation Service Agreement

It was M/S by Commissioners Cothren and Brady authorizing the chair's signature on the Mental Health & Developmental Disabilities Consultation Services Agreement between the county and Nancy Murphy. Carried.

### Business Associate Agreement

It was M/S by Commissioners Brady and Cothren authorizing the chair's signature on the Business Associate Agreement between the county and Nancy Murphy. Carried.

WorkFirst-Children with Special Needs Program Agreement

HHS Director Judy Bright presented a draft agreement between Wahkiakum County and the Dept. of Social and Health Services for the boards review. This agreement provides services for children with special health needs through the county's maternal-child health consolidated contract with DSHS.

**Building and Planning Department**

Building and Planning Department Manager Chuck Beyer reported his office has issued one new residence building permit during the past month and he has been busy with inspections of existing permits. Beyer has also been working with a new shoreline permit for a private dock on Birnie Slough along with an emergency shoreline permit to place dredging materials from the ship channel onto Browns Island. Beyer further reported on a SEPA review for a water line for a future subdivision near Burns rock pit.

Regarding county facilities, Beyer has been working on general drawings for the fair's stage. Beyer also reported Health and Human Services has requested Beyer obtain bids for painting their structures.

**Maple Ridge Homeowners Association**

Van Wilkinson and Pat Anderson of the Maple Ridge Homeowners Association expressed their concerns for a growing erosion and liability problem caused by the developer of Maple Ridge. Wilkinson stated the erosion is creating a hazard on East SR 4. Building and Planning Department Manager Chuck Beyer gave a brief background concerning this matter and stated he is awaiting an interpretation from the Prosecuting Attorney Dan Bigelow on how to proceed further regarding this issue. The parties expressed their concern that the prosecuting attorney is dragging his feet on this matter and asked the board to request Bigelow to place this matter higher on his list of priorities. Chair Marsyla asked Wilkinson and Anderson to return to the board in one month to see how this matter has proceeded.

**Assessor**

Assessor Bill Coons requested the commissioners transfer \$7,200 from his professional fee budget line item to his extra help line item in order for him to pay for a part-time employee for the next six months. Both Commissioners Marsyla and Cothren expressed their displeasure over Coons hiring a part-time employee without first requesting the board to transfer funds into his extra-help line item. Marsyla agreed Coons has the right to hire an expert appraiser, however, warned Coons of some potential union issues. Commissioner Brady suggested addressing this matter at our next board meeting with the prosecuting attorney.

**Sheriff**Meth Pilot Project Funding

Sheriff Jon Dearnore stated in 2005 the State formed a "meth pilot program" that would help smaller counties who do not have the funds for a drug program. The funding for our five county region was for four law enforcement officers, 3 deputy prosecutors and 3 superior court clerks. Our county received one full time law enforcement officer and one half-time superior court clerk. This year the funding was cut by approximately \$1 million. The region divided the funds as follows: \$38,000 for the sheriff's office; \$19,333.33 for the prosecutor, and \$9,333.33 for the clerk's office. Both prosecuting attorney's office and clerk's office have agreed to allow the sheriff's office to use their share of the funds in order to keep a full-time law enforcement officer. Undersheriff Mark Howie reported the Washington Association of Sheriffs and Police Chiefs (WASPC) informed him that we could use the funds to supplement our narcotics deputy position if a lay off was imminent. Superior Court Clerk Kay Holland stated in allowing the sheriff's office to use her portion of funds, the county will need to backfill her budget.

Commissioner Cothren reported he talked to Pacific County Commissioner John Kaino regarding their deputies and a contract they have with their public works department. Prosecuting Attorney Dan Bigelow will contact Kaino to see how their contract works.

Vehicle Replacement 2002 Patrol SUV

Sheriff Dearmore stated he currently has a 2002 Chevy Tahoe in his patrol fleet with 152,000 miles on it that needs replacing. Dearmore reported there is \$31,269.72 in replacement funds through the ER&R. Dearmore found a replacement vehicle at Bud Clary's that is equipped with a spotlight, push guard and a plastic-molded rear seat for \$32,659.09. The cost to retrofit the vehicle would run \$2,200. It was M/S by Commissioners Cothren and Brady approving a vehicle replacement with a new 2011 Chevy Tahoe not to exceed \$34,859.09. Carried. It was also approved to have the sheriff work with Public Works to receive an additional mileage rate to make up the difference.

K-9 Unit

Sheriff Dearmore stated the sheriff's office was given an eight month old lab named Dakota to be used as a narcotics dog. Dearmore tested the dog to see if she had the sustained interest and drive to be a narcotics dog, and reported she did. The cost to the county to maintain Dakota will be zero dollars to the county due to the trainer agreeing to donate her services along with Dr. Goza donating his veterinarian services. Dearmore explained he has started a campaign to allow citizens to donate food and incidentals for Dakota.

**Recess**

Chair Marsyla recessed the meeting at 12:07 p.m.

**Work Session**  
*Seal Slough Erosion*

Chair Marsyla reconvened the regular meeting of the Board of Wahkiakum County Commissioners at 1:00 p.m. in the public meeting room of the Wahkiakum County Courthouse.

Present: Commissioner Lisa M. Marsyla, Commissioners Daniel L. Cothren, Commissioner Blair H. Brady, Clerk of the Board Marsha LaFarge, Shawn Higgins and Kirt Hanson from Cardno Entrix, Ian Sinks of Columbia Land Trust, Delvin Frederickson, Poul Toftemark and Bill Karwoski of Grays River Habitat Enhancement District, Alan Bogner Washington State Governor's Office of Regulatory Assistance, Rick Mraz of Department of Ecology, Danette Guy of U. S. Corps of Engineers, and Dave Howe of Washington Department of Fish and Wildlife.

Others Present: *Wahkiakum County Eagle* Publisher Rick Nelson, Chuck Wolfe and Raven Webb.

Engineers from Cardno Entrix reviewed the bank stability issues in Seal Slough and possible resolutions to this issue. They felt the most viable solution would be to create a new slough across Columbia Land Trust property into the Grays River and away from Seal Slough. All of the regulatory agencies represented, felt this was a feasible solution and permitting could be attainable as long as it met with their habitat standards. CLT stated prior to this being done, he would meet with his funding groups to see if this change would be acceptable and Cardno Entrix will model this solution to make sure there are no fatal flaws. The parties agreed to meet in work session with the commissioners on August 23, 2011 to continue to work on a resolution of this issue.

**Adjournment**

There being no further business to come before the meeting, Chair Marsyla adjourned at 2:25 p.m.

Attest: Marsha LaFarge  
Marsha LaFarge  
Clerk of the Board

Approved: Lisa Marsyla  
Lisa M. Marsyla  
Chair of the Board