

**Minutes
Board of Wahkiakum County Commissioners
Regular Meeting
September 27, 2011**

Call to Order

Chair Lisa Marsyla called the regular meeting of the Board of Wahkiakum County Commissioners on September 27, 2011, at 9:30 a.m. in the public meeting room of the Wahkiakum County Courthouse.

Present: Commissioner Lisa Marsyla, Commissioner Daniel Cothren, Commissioner Blair Brady, Clerk of the Board Marsha LaFarge, HHS Manager Chris Holmes, Building and Planning Department Manager Chuck Beyer, Chief Civil Deputy Joannie Bjorge, Public Works Director Pete Ringen, Auditor Diane Tischer, Prosecuting Attorney Dan Bigelow, Assessor Bill Coons, Sheriff Jon Dearmore and Undersheriff Mark Howie.

Also in attendance: *Wahkiakum County Eagle* Publisher Rick Nelson, Len Lindsley, Alton and Nancy George, Jerry and Kathleen Hogan, Art Hyland, and Michael Linn.

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 September 27, 2011. Carried.

Consent Agenda

It was M/S by Commissioners Cothren and Brady to approve the consent agenda for September 27, 2011. Carried. The consent agenda contained the following items:

- A. Minutes of September 13, 2011
- B. Resolution No. 134-11. 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 \$186.20
- C. Resolution No. 135-11. 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 \$8,623.58
- D. Resolution No. 136-11. 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 \$2,402.10

- E. Resolution No. 137-11. 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 \$5,355.03.
- F. Voucher Approval - \$304,536.64

New Business

Liquor License Renewals

Chair Marsyla announced Mann Corporation dba Cathlamet Food Mart and Jester Properties dba Skamokawa Center were renewing their liquor licenses. The board had no objections to the renewals.

Health Savings Accounts for Employees

Chair Marsyla announced the county will be renewing the county employees' medical programs and there is the possibility the county could offer a health savings account option to those employees who choose a high deductible health plan. This HSA is a tax-advantage savings account that is used in combination with a high deductible health plan. Employees put their own tax exempt money into the savings account to cover qualified medical expenses. The employee will own their HSA account and can take it with them when they terminate employment with the county.

Correspondence

Chair Marsyla read a thank you letter from Wahkiakum Cemetery District No. 2 for the funding the county provided for electrical service to Fernhill Cemetery.

Health and Human Services

Federal Transit Administration Assistance Program

It has been M/S by Commissioners Brady and Cothren for chair's signature on the 2011 Federal Transit Administration Assistant Programs Grant No. 6858. Carried. HHS Manager Chris Holmes noted this grant relates to the Wahkiakum on the Move and there is no financial impact to the county. The certifications and assurances checklist is required annually.

Housing Essential Needs Grant

HHS Manager Chris Holmes explained the county was able to obtain a grant in the amount of \$25,297 for the 2011-2013 biennium. This funding will provide additional monies for housing related costs such as rent, utilities, deposits and essential needs for clients on the disabilities lifeline state funded program. Holmes stated there is no county match required for this grant. It was M/S by Commissioners Cothren and Brady authorizing the chair's signature on the Housing and Essential Needs Grant between Wahkiakum County and Washington State Department of Commerce. Carried.

Building and Planning Department

It was M/S by Commissioners Cothren and Brady approving the Private Road Petition to name a private drive "Strueby Lane." Carried.

Sheriff

Emergency Police Dispatch Program

Chief Civil Deputy Joannie Bjorge requested the board allow her to pay for the interface for the emergency police dispatch program the board approved in June. At that time, Bjorge stated the sheriff's office would not consider purchasing the program unless their computer aided dispatch vendor agreed to do the interfacing. She has now received approval from the 911 state office to place the funds in their 2012-13 contract. Bjorge also received notice the CAD vendor has agreed to do the multi-discipline certified interface. Bjorge does not expect the project to be completed until the end of October and she has scheduled training for the beginning of December. It was M/S by Commissioners Cothren and Brady authorizing Chief Civil Deputy Joannie Bjorge to pay the invoice to the CAD vendor after the interface is certified with Priority Dispatch. Carried.

Public Works

Number of Passengers on the Ferry

Public Works Director Pete Ringen reported he received a letter from the Marine Safety Office of the Coast Guard earlier this year regarding a requirement to revise vessel stability letters. This requirement pertains to an increase in the average weight of passengers. The Coast Guard offered options on how to meet this new requirement; however, the least cost approach appears to be a reduction in the number of passengers that will be allowed on the vessel, including the crew. Ringen stated a letter has been prepared proposing a proportional reduction in the number of passengers certified for the vessel to offset the average weight increase. Ringen stated he would proceed with the letter to the Coast Guard unless the board had concerns with his approach. The board indicated they had no concerns.

Proposed Annual Construction Program for 2012

Ringen presented the proposed annual construction program for 2012. Ringen noted some of the projects listed are projects that will be started for the first time in 2012; however, a good part of the listed work and expenditures are for projects currently underway that will carry-over into 2012. Ringen also provided a list of equipment he proposes to purchase in 2012. The list included a Ford F250 4x4 pickup, a utility trailer with winch, and two dump boxes with hi-lift gates, totally \$75,750.

Assessor

Transfer Funds to Extra Help Line Item

Assessor Bill Coons asked the board to consider transferring \$4,000 to pay for the extra help he has hired to address the backlog of segregations. Coons acknowledged his extra help is working without a signed contract. Commissioner Cothren expressed his continuing opposition to transferring funds from the Assessor's professional fees line item for Coon's extra help. Chair Marsyla opposed the transfer due to the Assessor's office operating with a full staff and with the scheduled closures to the public. Marsyla also wanted Coons to research and evaluate other options. It was moved by Commissioner Brady to transfer \$4,000 from the assessor's professional fee line item to the assessor's extra help line item. The motion died for a lack of a second.

Transfer of Funds for Training

Coons presented an estimated cost from True Automation for one week of training in the amount of \$8,300. Coons also asked the board to consider allowing him to close his office during that training week. It was M/S by Commissioners Marsyla and Cothren allowing the expenditure from the Assessor's professional fees line item in the amount of \$8,300 for training with True Automation and closing his office during that training time. Carried. Marsyla asked Coons to give the public sufficient notice of his office closure.

Transfer Funds within Assessor's Budget

Coons asked the board to transfer \$2,500 from his office/operating line item to his travel line item and to transfer \$500 from his repair & maintenance line item to his travel line item to allow both he and his deputy clerk to attend training. Commissioners questioned the need for his deputy clerk to attend a beginning appraisal class and Coons responded this would provide his deputy clerk the beginning training to move into appraisal work in 2013. Both Commissioners Brady and Cothren expressed their concern over the deputy clerk taking appraisal training at this time. It was M/S by Commissioners Brady and Cothren allowing the transfer of \$2,639 from the assessor's professional fee line item to the assessor's travel line item to pay only the Assessor's training and not authorizing the transfer of funds for training for his deputy clerk. Carried. Marsyla noted this amount includes the amount Coons previously over expended in the amount of \$977.57 in his travel line item.

Recess

Chair Marsyla recessed the regular meeting at 11:00 a.m. for the purpose of opening the public hearing on the Supplemental Appropriations for 2011 Budget.

Public Hearing*Supplemental Appropriations for 2011 Budget*

Marsyla asked for a staff report from Auditor Diane Tischer. Tischer reported most of these transfers are from grants that have come in and were not budgeted for. It also includes cash on hand that was not budgeted correctly. Commissioner Brady stated this is a housekeeping matter in order to keep the budget balanced.

Marsyla next ask for any public comment. There was none.

Reconvene

Chair Marsyla reconvened the regular meeting at 11:05 a.m.

It was M/S by Commissioners Brady and Cothren to approve Resolution No. 138-11 supplementing the 2011 budget of Wahkiakum County, Washington. Carried.

Other / Unfinished Business

Lynn Barnett SEPA Matter

Prosecuting Attorney Dan Bigelow informed the board he has prepared a draft letter to Lynn Barnett regarding his refusal to supply the county with engineering designs for the work performed on his property at Maple Ridge. Bigelow will be reviewing the letter with Chuck Beyer before moving ahead.

Recess

Chair Lisa M. Marsyla recessed the regular meeting at 11:10 a.m. to enter into an executive session to discuss a potential litigation matter and a collective bargaining matter for a period of fifteen minutes.

Executive Session

Potential Litigation & Collective Bargaining

Present: Chair Lisa M. Marsyla, Commissioner Daniel L. Cothren, Commissioner Blair H. Brady, Clerk of the Board Marsha LaFarge, Prosecuting Attorney Dan Bigelow and Assessor Bill Coons.

Reconvene

Chair Marsyla reconvened the regular meeting at 11:25 a.m. No action was taken as a result of the executive session.

Adjournment

There being no further business to come before the meeting, Chair Lisa M. Marsyla adjourned at 11:26 a.m.

Attest: Marsha LaFarge
Marsha LaFarge
Clerk of the Board

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