



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 11, 2023

Chair Lee Tischer called the regular meeting of the Board of Wahkiakum County Commissioners to order on April 11, 2023, at 9:32 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, Sheriff IT/DEM Beau Renfro, HHS Director Chris Bischoff, HHS Financial/Accounting Manager Michelle Collupy, Auditor Nicci Bergseng, Treasurer Tammy Peterson, Public Works Director Chuck Beyer.

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 11, 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 11, 2023. Vote: Aye – Strong, Tischer and Cothren. Unanimously approved. The consent agenda contained the following items:

- A. Regular Meeting Minutes of April 4, 2023
- B. Resolution No. 53-23 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 \$9,000.00
- C. Resolution No. 54-23 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 \$1,577.04
- D. Resolution No. 55-23 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 \$10,977.16
- E. Voucher Approval - \$ 885,182.09

Public Comment

Undersheriff Gary Howell reported that the grant application for the radio system upgrade has been completed but that there is not yet a known timeline of when the funds will be disbursed.

A resident made several comments regarding the pound net permits, favorable economic impacts of the marina and of recreational fisheries and the lack of fish and game management in the West Valley area.

A Skamokawa resident complained that committees and boards have changed their meeting dates or times without proper public notice.

A Skamokawa resident, made comments in support of commercial fisheries and of commercial and recreational fisheries coexisting.

Discussion ensued regarding fisheries issues.

Public Works

Roadside Mowing Contract

It was **M/S/A** by Commissioners Cothren and Strong to enter into a Roadside Mowing contract for 2023 with Bush Whackers, LLC. Vote: Aye – Strong, Tischer and Cothren. Unanimously approved.

Accept Bid for Landscape Maintenance Services

It was **M/S/A** by Commissioners Strong and Cothren to accept the Elochoman Valley Partners, LLC bid for Landscape Maintenance. Vote: Aye – Strong, Tischer and Cothren. Unanimously approved.

Sheriff's Office

Accept Bid and Contract for Jail Inmate Communications System

It was **M/S/A** by Commissioners Cothren and Strong to accept the bid as submitted and sign the Inmate Communications Agreement with Crown Correctional Telephone. Vote: Aye – Strong, Tischer and Cothren. Unanimously approved.

Emergency Management Preparedness Grant

It was **M/S/A** by Commissioners Strong and Cothren to accept the Grant Agreement number E22-161 in the amount of \$31,866 with the Washington State Military Department. Vote: Aye – Strong, Tischer and Cothren. Unanimously approved.

Auditor

Engagement Letter 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, Inc. to assist the preparation of the 2022 annual report. Vote: Aye – Strong, Tischer and Cothren. Unanimously approved.

Bid Opening

HHS - Walking Paths and Tree Removal

The Clerk of the Board opened and read aloud the four sealed bids that were received. They are as follows:

	Subtotal
Clearwater Excavation, LLC	\$39,500.00
Odyssey Contracting, LLC	\$34,000.00
BRH Contracting / Beau Halberg	\$34,020.40
Forrest Mora Landscaping	\$12,550.00

HHS - Exercise Equipment

The Clerk of the Board opened and read aloud the six sealed bids that were received. They are as follows:

	Subtotal	Tax	Shipping	Total
Combat Brands, LLC, dba Fitness First	\$8,946.41	\$679.93	\$1,588.48	\$11,214.82
Fitness Lifestyles	\$11,102.00	-	\$1,095.00	\$12,197.00
Technology International, Inc.	\$13,385.00	-	-	\$13,385.00
ProMaxima Manufacturing	\$ 14,640.00	\$1,098.00	included	\$15,738.00
ProMaxima Manufacturing, Option 2	\$10,437.00	\$782.78	included	\$11,219.78
Juke Performance, Inc.	\$6,495.00	\$617.00	\$1,595	\$8,707.00
Advanced Exercise, Option 1	\$21,167.00	\$1,782.00	\$2,287.00	\$25,236.50
Advanced Exercise, Option 2	\$14,192.00	\$1,308.06	\$3,019.36	\$18,519.42

Finance Committee

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

The Finance Committee reviewed the current financial reports. Discussion included that the Local Retail Sales Tax is increasing, investment rates are high and continuing to increase and that there is work to develop a system to allow for the use of credit and debit cards on the ferry.

Workshop Procurement Policies

The Board and Department Heads discussed several procurement related concerns, including confusion with the bidding process, the need to adjust purchasing limits and the utilization of Purchasing cards for purchasing when vendors do not allow any billing options. Following discussion, the county will pursue a P-card type of option to determine its feasibility.

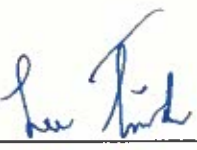
Commissioner Reports

The Board provided their weekly reports.

Adjournment

With no further business to come before the board, the meeting was adjourned at 11:12 a.m.

Attest: 
Elizabeth Johnson
Clerk of the Board

Approved: 
Lee Tischer
Chair of the Board