

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR COLUMBIA COUNTY, OREGON

STAFF MEETING MINUTES

February 8, 2017

The Columbia County Board of Commissioners met in scheduled session with Commissioner Henry Heimuller, Commissioner Margaret Magruder and Commissioner Alex Tardif.

Commissioner Heimuller called the meeting to order.

**INSURANCE REQUIREMENT POLICY:**

Sarah Hanson, County Counsel, met with the Board of Commissioners to discuss the current policy for third party insurance requirements. The current policy was distributed for discussion. Sarah explained that in 2010 the County adopted a policy requiring that contractors have 2 million dollars of commercial general liability insurance to protect the County if claims arise out of the Contractor's work. The increase in required insurance from 1 million dollars to 2 million dollars was required because the tort claim limits increased above 1 million dollars in 2010, and it isn't possible to buy insurance in less than 1 million dollar increments after 1 million dollars. However, for use of County facilities, the Board decided to keep the 1 million dollar requirement because most people who are required to have insurance for use of a facility buy event insurance through TULIP, which does not provide an option for insurance over 1 million dollars. In 2016, the County was notified that CIS would be using a different event insurance program which provides an option for 2 million dollars of coverage for events. Sarah reported the increase in premium will be about 50 dollars and that the Risk Management Committee, Fair, and Parks Department are in favor of amending the insurance requirements policy to require 2 million dollars of event insurance for use of Facilities when insurance is otherwise required. The Board indicated they would like to discuss the new event insurance program with Ron Cutter, Agent of Record, before making a decision on the policy. Sarah reported she would let Ron Cutter and Jan Greenhalgh know to coordinate a time to get on the Board's agenda to discuss the event insurance.

**CASCADES TISSUE EXTENDED ENTERPRISE ZONE AGREEMENT:**

After additional review and discussion, ***Commissioner Magruder moved and Commissioner Heimuller seconded to approve Order No. 10-2017, "In the Matter of Authorizing Chuck Daughtry to Sign an Extended Enterprise Zone Agreement with Cascades Tissue Group - Oregon Converting, a division of Cascades Holdings US Inc."*** Commissioner Tardif opposed. ***The motion carried.***

**COMMUNICATIONS BUDGET:**

Karen Kane addressed the Board on ways to increase transparency given the story in the South County Spotlight. The Board agreed to review a plan that Karen is currently writing with tangible suggestions on how to do so.

There was some brief discussion and confirmation to create a communications budget, allow budgeting and allocation of related costs outside the Board segment of the general fund. Commissioner Tardif confirmed he has reduced the 100-01 budget on some line items and created a 100-51 budget that has spending for rolling out the mission from a graphics perspective as well as Karen's salary and some basics for photography, conferences, and additional marketing.

Karen also briefly updated the Board on some companies she is researching to provide a new design and content management system for the County website update.

**COMMUNITY CORRECTIONS STATE BUDGET:**

Janet Evans, Corrections Director, came before the Board to give a brief presentation on the State budget for the Community Corrections Department. No decisions were made.

There was no Executive Session held.

With nothing further coming before the Board, the meeting was adjourned.

Dated at St. Helens, Oregon this 8<sup>th</sup> day of February, 2017.

BOARD OF COUNTY COMMISSIONERS  
FOR COLUMBIA COUNTY, OREGON

By: \_\_\_\_\_  
Henry Heimuller, Chair

By: \_\_\_\_\_  
Margaret Magruder, Commissioner

By: \_\_\_\_\_  
Jan Greenhalgh  
Board Office Administrator

By: \_\_\_\_\_  
Alex Tardif, Commissioner