

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

STAFF MEETING MINUTES

March 8, 2017

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

Commissioner Heimuller called the meeting to order.

EXECUTIVE SESSION UNDER ORS 192.660(2)(h) - Litigation:

The Board recessed the regular session to go into Executive Session as allowed under ORS 192.660(2)(h). Upon coming out of Executive Session, no action was taken by the Board.

MARIJUANA LAND USE AMENDMENTS:

Todd Dugdale, LDS Director and Glen Higgins, Planning Manager reviewed suggested amendments to the County's marijuana land use ordinances. These suggested amendments were based on experience by the Staff and Board in reviewing the 19 grow and three retail applications under the current rules. Todd went over the "Summary of 2017 Proposed Amendments" table in the Board packet and discussed each with the Board. Todd noted that State law (Measure 56) would require a mailed notice to all property owners affected by the proposed amendments including all RR-5 property owners and property owners in zones which allow marijuana uses which are within 1000 feet of schools, child care centers and public parks. The cost of the mailing is anticipated to be between \$1500 and \$2000. The Board concurred with initiation of the amendment process for all of the suggested amendments highlighted on the table. With that, ***Commissioner Tardif moved and Commissioner Magruder seconded to authorize staff to initiate the formal zoning code amendment process for the amendments as discussed. The motion carried unanimously.***

ACCESSORY DWELLING UNITS:

Todd Dugdale, LDS Director reviewed a summary of two State legislative bills which, if adopted by State Legislature, would allow accessory dwelling units or RVs as living quarters outright on land zoned for rural residential or as a conditional use on land zoned for exclusive farm use in the County. Todd noted that the proposed bills would allow the County to adopt more specific standards for ADUs or RVs should the County decide to amend its zoning code to allow them. Todd shared the letter from the Association of Oregon County Planning Directors as a good basis for future discussion by the County of specific rules for ADUs or RVs as dwellings should one or both bills pass. This was an information item only and no action was needed by the Board.

OFF-PREMISE SIGN FOR FAIRGROUND EVENTS:

Commissioner Heimuller had asked Staff to research the possibility of the Fair locating an electronic sign on Highway 30 to announce events at the Fairgrounds. Todd

Dugdale provided the Board information concerning Oregon Department of Transportation rules for governmental signs. In short, the County could apply for a sign provided that there was no compensation to the County from the property owner on which the sign was placed nor from an event tenant at the Fairgrounds for advertising on the Fair sign and that the sign otherwise met applicable State sign rules. Further, the County sign code would have to be amended to allow for this off premise governmental sign. Commissioner Heimuller stated that he would followup with the Fair Board concerning the possibility of placing the sign and would, when the Fair Board was ready, bring the matter back to Board for action to initiate the code amendment and sign permit process required for placing the sign.

JANITORIAL SERVICES:

Casey Garrett, Facilities Director, provided the Board a cost evaluation, comparing the county's current contract for janitorial services with a new hire Facilities Services Tech 1 position. The evaluation showed an estimated net cost savings over the first 3 years, should the county chose to take on janitorial services in-house, rather than continue outsourcing the service. Casey explained that janitorial services tasks could be divided up and assigned to 2 or more Facilities staff and expressed his confidence that the overall quality and efficiency of the service would improve under such an arrangement. In addition, Casey explained that this arrangement had a high potential to provide other benefits to the Facilities Services Program such as; increased service performance and accountability, employee advancement opportunities, a higher level of pride in our workplace, and proactive succession planning for future employee turnover.

Casey is requesting that the Board approve a new Facilities Services Tech 1 hire through a Cardinal Services temporary employee arrangement for the first 6 months. If the new arrangement has shown a net benefit to quality of services and program efficiency, he could then advertise for a new permanent position. In addition, Casey requested authorization to give no less than a 30 day notice to Sunrise Janitorial explaining the county will no longer be contracting out these services.

After discussion, ***Commissioner Magruder moved and Commissioner Tardif seconded to cancel the Janitorial Services contract with CCMH. The motion carried unanimously.***

Additionally, ***Commissioner Magruder moved and Commissioner Tardif seconded to authorize Casey Garrett to hire a temporary Facilities Services Tech 1 through Cardinal Services. The motion carried unanimously.***

UPDATE/REVISIONS TO CC RIDER TRANSPORTATION COMMITTEE BYLAWS

Michael Ray, CC Rider Director, pulled the discussion on the revised CCTAC bylaws, due to a concern raised by legal counsel regarding Article III and its adherence to OAR 732 Divisions 5, 10 and 20. He will bring this matter back to the Board after revisions are made to Article III.

IGA WITH SUNSET EMPIRE TRANSIT DISTRICT:

While present, Michael addressed the IGA between Columbia County and Sunset Empire Transit District concerning the collaboration on a Feasibility Study to examine the pros and cons of consolidating the two transit providers into one Regional Transit District. There was Board consensus to add this to the next consent agenda, however, the Board wanted to ensure that there would be other options besides the consolidation looked into. The IGA does state that other options will be examined.

IGA WITH PORTLAND COMMUNITY COLLEGE FOR TRANSIT SERVICES:

Michael then briefed the Board on the IGA between PCC and Columbia County to provide a shuttle between Willow Creek and Rock Creek. The IGA will be brought before them on March 22 Staff Meeting and the March 29th Commission Meeting.

Commissioner Magruder mentioned the desire of the Medicine Wheel Social Service to acquire a donated County van. CC Rider has a van that is not used and is accessible that we would be willing to surplus and donate. Commissioner Magruder will contact Medicine Wheel and request that they make a formal request to the county in writing. Michael will surplus the vehicle through the County process.

Commissioner Tardif asked Michael about contacting the Clatskanie PUD concerning a grant to install a vehicle charging station at the Rainier Transit Center. Michael will contact the PUD and offer up the TC as a logical site. Michael indicated that the transit center will be constructed to accommodate a vehicle charging station.

TGM GRANT APPLICATION REQUEST:

Lonny Welter, Transportation Planner, came before the Board to request that the Road Department be allowed to submit a Pre-Application for a Traffic Growth Management (TGM) Grant in the amount of \$150,000. This grant would be for a study to determine the best route for a future Scappoose City east side by-pass for Hwy 30. The pre-application is due March 10, 2017, and if successful, a full grant application will be due June 9, 2017. After discussion, ***Commissioner Magruder moved and Commissioner Tardif seconded to authorize the Road Department to submit the pre-application for the TGM grant. The motion carried unanimously.***

HISTORICAL INFORMATION ON ROAD LEVY/O&C FUNDS:

Dave Hill, Public Works Director, provided the Board with some history of the Road Levy that, due to measure 50, became a permanent part of the taxes collected by the County. Dave said he hoped that the Board would consider providing additional funds to the Road Department in consideration of the road levy becoming a part of the County's tax rate. After discussion, the Board wants to include the Finance Director in this discussion. No action was taken at this time.

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

Dated at St. Helens, Oregon this 8th day of March, 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