

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR COLUMBIA COUNTY, OREGON

STAFF MEETING MINUTES

April 12, 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.

**BOARD DISCUSSION:**

- Commissioner Heimuller reported on the Chamber meeting he attended and the discussion on Comcast wanting \$15,000 from the County Economic Development fund for laying with cables to the Oregon Manufacturing Innovative Center. There are some serious questions about this, so it was decided to have one of the Commissioners meet with Comcast, Chuck Daughtry and Mike Sykes to discuss this.
- Commissioner Magruder received a call from Kristen Reynolds requesting another day be set to allow the Reynolds family to retrieve the rest of their belongings. The County has already used 2 days of staff time to allow them to get their things, however, in light of the situation, there was Board consensus to allow one more day only, no additional days will be approved.
- There has been a request from the Association of Oregon Counties and Deschutes County soliciting funds from other counties to help offset the costs of hosting the NACo Western Interstate Regional conference in Sunriver in May this year. After consideration, ***Commissioner Tardif moved and Commissioner Magruder seconded to approve the donation of \$1,000 out of the Economic Development fund to help sponsor the NACo WIR in May. The motion carried unanimously.***
- Commissioner Tardif mentioned his interest in donating some dollars to PCC's Future Connect Program for scholarships. Jan stated that Pam Blumenthal from PCC will be attending the 5.3.17 Staff meeting so this can be addressed at that time.
- Commissioner Heimuller stated that he would not be able to attend the NACo Annual Conference in July because that's Fair week and he is too involved with that to go. He suggested that Commissioner Magruder and Commissioner Tardif review the agenda to see if one of them might want to attend. If so, reservations would need to be made as soon as possible.
- Lengthy discussion was held on the Oregon Agricultural Heritage Program that was voted on during the AOC meeting last Monday. Each member explained why they voted the way they did.

**AMENDMENT #2 TO CONTRACT WITH HELION SERVICES:**

Sue Martin, County Assessor, gave a brief history of ORCATS/Helion software conversion from the antiquated system in 2006, conversion from consortium based ownership to Helion ownership of software. She reviewed the increase in cost associated with cost of living and potential to host web query on the county website in the future rather than contract with Helion to host the web query and web maps. Sue explained that the 2015 contract is being amended to include the updated costs. County Counsel has already reviewed this amendment and it is now ready for Board action. With that, ***Commissioner Magruder moved and Commissioner Tardif seconded to approve Amendment #2 to the contract with Helion Services. The motion carried unanimously.***

**PUBLIC HEALTH FOUNDATION - QUARTERLY REPORT:**

Sherrie Ford, Public Health Director, came before the Board and introduced Kaitlyn Calhoun, a Public Health Intern. Sherrie reviewed the current three-party contracting process between PHFCC, the county and the Oregon Health Authority. The process will be changing in January 2018. Sherrie then updated the Board on current clinic utilization, the upcoming Annual Plan, and the expansion of Sacagawea Health Center to now serve all ages.

**AMENDMENT #13 & #14 TO IGA #148004 WITH OHA:**

After review of the changes, ***Commissioner Tardif moved and Commissioner Magruder seconded to approve Amendment #13 & #14 of the 2015-2017 Intergovernmental Agreement #148004 with the Oregon Health Authority. The motion carried unanimously.***

**REQUEST ROAD MAINTENANCE WORKER I POSITION:**

Dave Hill, Public Works Director, was present to request authorization to fill one vacant Road Maintenance Worker I position. After a brief discussion, ***Commissioner Magruder moved and Commissioner Tardif seconded to authorize Dave Hill to fill (1) vacant Road Maintenance Worker I position in the Road Department. The motion carried unanimously.***

**FACILITIES SERVICES STAFFING:**

This matter was carried over.

**CASEY GARRETT:**

Casey Garrett met with the Board to have a general discussion regarding procedures relative to the Project and Personnel Request forms, and also asked for guidance on the appropriate protocol for initiating conceptual planning discussions between department heads. General discussion only and no action was needed.

**GRANT APPLICATION FOR CZ TRAIL:**

Lori Baker, Parks Department, came before the Board along with Dale Latham, Volunteer, Executor of Wayne Nallion Memorial Trust and co-author of this grant application. Also present were Casey Garrett, General Services Director and Robin McIntyre, Assistant County Counsel.

Lori and Dale presented the Oregon State Parks Local Government grant application to the Board for consideration. They went over the description of the project, budget and matching resources.

Commissioner Tardif noted that Wikstrom Road wasn't included as a County Road crossing. Lori stated that this was an over sight and will be added.

Commissioner Heimuller brought up the Chapman Parking area and asked that staff look into any stipulation on that area because of the potential use of Title III funding to put in a helipad. We need to ensure that no proposed site design interferes with any such specifications. He also brought up the question of ADA accessibility of the vault toilet. Was the cost of an approach included in the project proposal. Answer was no so staff will look into the possibility of building that into the project. Lastly, he brought up the question of contingency, and asked if that was thought of. Yes, some contingency was built into the grant budget, but overall the budget is lean. The State Parks does not like to see contingency as a separate line item, but rather built into the individual project costs. Casey Garret, General Services Director, informed the Board that he had reviewed the budget and believed it was achievable.

Discussion was held on future CZ Trail development in phases, with phase II being the continuation and connection to the Banks - Vernonia Linear Trail and a possible route option and the challenges of the Nehalem River crossing. The suggestion was made to possibly re-ignite the CZ Trail Advisory Committee. The Board expressed interest in moving forward on that.

It was noted that a local resident and adjacent property owner of the CZ Trail has asked about trail maintenance and brought up concerns about a transient camp near her property off the trail. More to come on that.

After all discussion, there was Board consensus to move forward with the grant application and directed County Counsel to review the application and draft a resolution for the Board action next week.

//  
//  
//  
//  
//  
//  
//  
//  
//  
//

There was no Executive Session held.

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

Dated at St. Helens, Oregon this 12<sup>th</sup> day of April, 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