

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

STAFF MEETING MINUTES

March 22, 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:

The Board discussed getting a plaque for the Extension Service to celebrate their 100 Year Anniversary in Columbia County. They will direct Jan to get ideas and prices.

WEBSITE REDESIGN:

Holly Miller and Karen Kane provided the Board with a PowerPoint presentation on the web site redesign project.

- Karen Kane talked to the Board about the research that had been conducted to date, and the 5 vendors who had been contacted about their products and services – Vision Internet, Aha Consulting, EvoGov, Civic Plus, and Revize. Holly Miller noted the 3 sites that this project would include – the main County site, the CC Rider site, and the Sheriff's Office site.
- Holly and Karen led the Board through the presentation, covering the potential benefits of an updated site design and content management system to both the public and the County. A list of optional functionality was displayed and discussed as well. Holly asked for feedback on some of the options that the Board may not see as needed. Commissioner Heimuller said that the cost would be a major determiner in that. He also commented that Mobile App functionality seemed important to him. Commissioner Magruder was interested in a Citizen Request Tracking, but also reiterated that cost was key to determining whether or not to include it.
- Samples of websites from each of the vendors were shown and a discussion was had about the general design style of the sites. Holly asked if the Board preferred the more traditional homepage style with a series of buttons or the current trendier photographic site that moved most of the clickable items into menus. Commissioner Heimuller indicated that he liked the uncluttered photographic design better and Commissioner Magruder concurred.
- Commissioner Heimuller asked what staff needed from the Board at this point. Holly stated that she would need Board approval to proceed with the project. There was Board consensus to have IT move forward with this project, but to keep the Board informed.

- A brief discussion was had about whether or not the Fair and Economic Development sites should be included in this project, and Holly explained that including them could be an additional cost but would allow interconnectivity with the sites, so that news articles and calendar events posted on the Fair and Economic Development sites would automatically show up on the County's site. The Board agreed to consider this further. The Board noted the Columbia County Development Agency site should also be considered.
- In closing, Holly went over the project schedule, which is very aggressive and it was possible that it may not be completed by the end of the fiscal year. If so, a supplemental budget would need to be done in the next fiscal year to budget the unspent funds from this fiscal year.

EXECUTIVE SESSION UNDER ORS 192.660(2)(d) - Bargaining:

The Board recessed the regular session to go into Executive Session as allowed under ORS 192.550(2)(d). Upon coming out of Executive Session, no action was taken by the Board.

HEALTH BENEFITS COMMITTEE ORGANIZATION:

Jean Ripa came before the Board to describe the formation and purpose of the Health Benefits Committee. She will be requesting approval on an upcoming consent agenda of a Letter of Agreement which updates the format of the Committee and allows it to reduce in size. Commissioner Tardif asked that he be sent a copy of the LOA before placing it on the agenda.

UPDATE ON OREGON HEALTH AUTHORITY CONTRACT FOR FY 2017-2019:

Sarah Hanson, County Counsel, met with the Board to update them on the status of the FY 17-19 contracts with Oregon Health Authority for environmental health services and public health services. There has been some confusion about what the State will require regarding the form of contract, a two party agreement v. the existing three party agreement with the Columbia Health Foundation. Sarah reported that the DOJ attorney working with OHA indicated that the FY 17-19 agreements will need to be two party agreements with the County and authorize the County to subcontract the services to providers. Sarah reported that given the timing of contracting procedures and the fact that we don't yet have a draft financial assistance agreement for public health services to include in the procurement documents, she has requested an extension of the current agreements for a period of a few months. Sarah is waiting to hear back from the State as to whether an extension is possible. Sarah will keep the Board posted as more information is known.

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

The Board recessed the meeting to go back into Executive Session as allowed under ORS 192.660(2)(h). Upon coming out of Executive Session, the following decisions were made:

- **Commissioner Tardif moved and Commissioner Magruder seconded to acknowledge the proposed terms of a settlement in the Matter of Baum v. Columbia County. The motion passed unanimously.**
- **Commissioner Magruder moved and Commissioner Tardif seconded to approve a letter dated March 22, 2017 to David Weber, NW Natural Gas, regarding interest in conducting a competitive bidding process in the Medicine Storage Area. The motion passed unanimously.**
- **Commissioner Magruder moved and Commissioner Tardif seconded to direct staff to initiate a competitive bidding process for the Medicine Storage area and to initiate discussions with NWN staff to establish the terms of the procurement. The motion passed unanimously.**
- **Commissioner Tardif moved and Commissioner Magruder seconded to approve the proposed Settlement Agreement with NW Natural Gas for Royalties on Native Oil and Gas in the Adams Storage Reservoir. The motion passed unanimously.**

HOLD HARMLESS AGREEMENTS FOR REYNOLDS PROPERTY:

Commissioner Heimuller brought to the table several hold harmless agreements related to clean up of the Reynolds property in Vernonia. The Agreements need to be approved, authorizing the Chair to sign. The Board has previously discussed the agreements and, with that, the following motions were made:

- **Commissioner Magruder moved and Commissioner Tardif seconded to approve the Hold Harmless Agreement with Jamie Curyec effective March 19, 2017, and authorize the Chair to sign. The motion carried unanimously.**
- **Commissioner Magruder moved and Commissioner Tardif seconded to approve the Hold Harmless Agreement with Jason A. Smith effective March 19, 2017, and authorize the Chair to sign. The motion carried unanimously.**
- **Commissioner Magruder moved and Commissioner Tardif seconded to approve the Hold Harmless Agreement with Kristen Seese effective March 8, 2017, and authorize the Chair to sign. The motion carried unanimously.**
- **Commissioner Magruder moved and Commissioner Tardif seconded to approve the Hold Harmless Agreement with Robert Lokken effective March 8, 2017, and authorize the Chair to sign. The motion carried unanimously.**
- **Commissioner Magruder moved and Commissioner Tardif seconded to approve the Hold Harmless Agreement with Bryan Cutright Sr. effective March 8, 2017, and authorize the Chair to sign. The motion carried unanimously.**

- ***Commissioner Magruder moved and Commissioner Tardif seconded to approve the Hold Harmless Agreement LeeAnn Cutright effective March 8, 2017, and authorize the Chair to sign. The motion carried unanimously.***
- ***Commissioner Magruder moved and Commissioner Tardif seconded to approve the Hold Harmless Agreement with Fawn Cecil effective March 12, 2017, and authorize the Chair to sign. The motion carried unanimously.***
- ***Commissioner Magruder moved and Commissioner Tardif seconded to approve the Hold Harmless Agreement with Summer Williams, Hailey Reynolds and Mekhi Williams effective March 12, 2017, and authorize the Chair to sign. The motion carried unanimously.***
- ***Commissioner Magruder moved and Commissioner Tardif seconded to approve the Hold Harmless Agreement with Kevin Fowler effective March 12, 2017, and authorize the Chair to sign. The motion carried unanimously.***
- ***Commissioner Magruder moved and Commissioner Tardif seconded to approve the Hold Harmless Agreement with Larry Morford effective March 8, 2017, and authorize the Chair to sign. The motion carried unanimously.***
- ***Commissioner Magruder moved and Commissioner Tardif seconded to approve the Hold Harmless Agreement with Ryan Miller effective March 8, 2017, and authorize the Chair to sign. The motion carried unanimously.***
- ***Commissioner Magruder moved and Commissioner Tardif seconded to approve the Hold Harmless Agreement with Todd Cutright effective March 12, 2017, and authorize the Chair to sign. The motion carried unanimously.***
- ***Commissioner Magruder moved and Commissioner Tardif seconded to approve the Hold Harmless Agreement with Mike Cutright effective March 12, 2017, and authorize the Chair to sign. The motion carried unanimously.***
- ***Commissioner Magruder moved and Commissioner Tardif seconded to approve the Hold Harmless Agreement with Donna Reynolds effective March 8, 2017, and authorize the Chair to sign. The motion carried unanimously.***
- ***Commissioner Magruder moved and Commissioner Tardif seconded to approve the Hold Harmless Agreement with Glen Reynolds effective March 8, 2017, and authorize the Chair to sign. The motion carried unanimously.***

CITY OF ST. HELENS - URBAN RENEWAL PLANNING UPDATE:

John Walsh, City of St. Helens and City Council member Doug Morten, presented the Board with updated information on the proposed waterfront development in St. Helens, along with the Urban Renewal and Enterprise Zone proposals for funding.

IGA WITH STATE BUILDING CODES DIVISION:

Sue Martin, County Assessor, addressed the Intergovernmental Agreement with the State of Oregon, Building Codes Division, to provide services for the members of the public who need to process ownership changes and/or obtain trip permits for their manufactured home. She explained there were problems with the initial IGA that prevented the majority of counties from accepting it and that Sue waited for County Counsels from larger counties working closely with BCD and the Oregon Department of Justice to revise the IGA. Based on a review of the boilerplate IGA by County Counsel, she requested that the Agreement be placed on an upcoming agenda for approval. The Board agreed.

There was no Executive Session held.

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

Dated at St. Helens, Oregon this 15th 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