

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR COLUMBIA COUNTY, OREGON

STAFF MEETING MINUTES

April 20, 2016

The Columbia County Board of Commissioners met in scheduled session with Commissioner Anthony Hyde, Commissioner Henry Heimuller and Commissioner Earl Fisher.

Commissioner Hyde called the meeting to order.

**TRANSIT ADMINISTRATOR POSITION:**

Jean Ripa reported to the Board that the candidate being considered for the Transit Administrator position has withdrawn his application. After some discussion, the Board directed Jean to start another recruitment for this position, with a closing date of June 1, 2016.

**LETTER TO EMPLOYEES REGARDING FURLOUGH DAYS:**

While present, Jean stated that she will be drafting a letter to send to employees regarding the elimination of furlough days for FY 2016-17. She will send the draft over to the Board for their review put on their letterhead.

**MUSEUM BOARD UPDATE:**

Les Waters and other members of the County Museum Board were present to give the Board a general update on museum projects. They have installed new window coverings in the Courthouse Museum and, if possible, would request reimbursement. After discussion, ***Commissioner Heimuller moved and Commissioner Fisher seconded to authorize payment of \$500 to the County Museum Board. The motion carried unanimously.***

**PROPOSAL TO ADJUST LINE 1 TRANSIT SCHEDULE:**

Michael Ray, Janet Wright and Robin McIntyre were present for discussion. Michael introduced the proposal to adjust departure times for two afternoon runs on Line 1 - Downtown Portland. The runs involved are the 4:00 pm and 4:30 pm departures from St. Helens Transit Center. These two runs have been experiencing consistent late arrivals to downtown Portland, sometimes up to 30 minutes late. The majority of the tardiness involves traffic congestion.

The 4:00 pm would leave at 3:45 pm and be adjusted back 15 minutes for all stops between the Transit Center and SW Salmon Street at SW 14<sup>th</sup> Avenue (Lincoln High School). This adjustment would help the run compensate for traffic conditions on Hwy 30, NW Yeon and I-405 in Portland. The 4:30 pm run would become a "Limited" run stopping only in Scappoose at NE 1<sup>st</sup> St. And NE Prairie St., after leaving the St. Helens Transit Center.

A pilot study run in March and April has resulted in a dramatic decrease in late arrivals to downtown Portland for these two runs of Line 1.

The Board agreed that adjusting times on these two runs is in the best interest of serving CC Rider passengers with timely arrival times at downtown Portland stop at SW Salmon St. And SW 6<sup>th</sup> Avenue.

Michael noted that the public hearing on this matter is scheduled for Wednesday, April 27<sup>th</sup> at 10:00 am.

### **HOVLAND WAY VACATION:**

Lonny Welter, Transportation Planner, addressed the Hovland Way vacation and referred to the information provided to the Board. After review, there was consensus by the Board to have Lonny proceed with the resolution to vacate a portion of Hovland Way as presented. County Counsel requested a final review of the property physical descriptions to ensure they are correct. Lonny will get with the County Surveyor to review. Counsel also wants a Hold Harmless Agreement signed by the Hovland's concerning the property physical description. Once staff gets the Hovland's signature(s) on the agreement and another consent form (if modifications to the property physical description are needed), the 30 day window for public notice and a meeting for the vacation can begin.

### **PLANCHON LETTER TO COUNTY DEPARTMENTS ON SURPLUS PROPERTY:**

The Board received a letter from Steve Planchon regarding preparations for an upcoming property auction in June. The letter is directed to the Land Development Services, County Parks and the Road Department, seeking a recommendation for either selling certain county owned properties or retaining them for county use. Steve is asking approval to send out this letter. After review and discussion, ***Commissioner Fisher moved and Commissioner Heimuller seconded to authorize the letter/memo and property information to be sent to LDS, Parks and Road departments. The motion carried unanimously.***

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

This Executive Session was canceled.

***The Board recessed the meeting at 4:00 p.m. and reconvened on Thursday, April 21, 2016 at 10:30 a.m. Present were Commissioner Hyde, Commissioner Heimuller and Commissioner Fisher.***

### **DEPARTMENT RESTRUCTURE:**

The Board met with Todd Dugdale to discuss the restructuring of some county departments and the possibility of resurrecting a general services department and taking it out of LDS. No action was taken at this time

No Executive Session was held.

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

Dated at St. Helens, Oregon this 20<sup>th</sup> day of April, 2016.

BOARD OF COUNTY COMMISSIONERS  
FOR COLUMBIA COUNTY, OREGON

By: \_\_\_\_\_  
Anthony Hyde, Chair

By: \_\_\_\_\_  
Henry Heimuller, Commissioner

By: \_\_\_\_\_  
Earl Fisher, Commissioner

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