

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

STAFF MEETING MINUTES

December 2, 2015

The Columbia County Board of Commissioners met in scheduled session with Commissioner Henry Heimuller and Commissioner Earl Fisher. Commissioner Anthony Hyde was not present.

Commissioner Heimuller called the meeting to order.

SHERIFF DICKERSON - QUARTERLY UPDATE:

Sheriff Dickerson first introduced the Board to Lars, the Columbia County Sheriff's new K9 Officer. He will be trainer with his partner for the next 10 weeks. Afterwards, there was some general discussion and update by the Sheriff.

REQUEST FOR GATE ON FLINT DRIVE:

Lonny Welter, came before the Board, along with Lorie and Bob Shober in an effort to obtain permission to place a gate across Flint Drive just to the north of their house. This would be to prevent individuals from driving down the public road during the night, with headlights shining into the house and disturbing everyone.

A thought was to vacate that section of road, however, it was pointed out that a vacation would land lock a parcel, and would also need approval of at least 70% of the adjacent property owners. Either issue would block a vacation attempt at this location, so that thought was dismissed. Placing a gate on Flint Drive was also denied, as the neighbors could just drive on their private property, around a gate, and back onto Flint Drive.

The resolution was to wait until a survey is conducted to determine where the properties and the Flint Drive right-of-way actually is. It is possible that the property lines and Flint Drive right-of-way may shift to the east, which may leave the as-traveled Flint Drive on private property belonging to the Shobers. This would allow the Shobers to put up a gate at will without County authorization.

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.

RENEWAL OF CONTRACT WITH CARDINAL SERVICES:

Jean Ripa reported that the contract with Cardinal Staffing expires at the end of 2015. She noted that Cardinal is the only local staffing agency and has been an outstanding business partner to the County for many years. If there were no objections, she would ask that the renewal contract be placed on the next consent agenda.

AMENDMENT #3 TO USI NORTHWEST - HEALTH INSURANCE SERVICES:

Jean Ripa next reported the same issue with USI, the County's health insurance agent. She also noted that Greg O'Hanlon had been an invaluable asset to the County and worked extremely well with the Health Benefits Committee. Commissioner Heimuller asked Jean to get some data from USI which would show the value, in dollar terms, that they are able to provide their clients. The Board indicated their consensus to place this contract amendment on the next consent agenda.

FACILITY PROJECT PROTOCOL:

Jean then mentioned that the Safety Committee was taking on the project of developing proposals for both facility projects and personnel protocol to improve the level of security at the Courthouses and other facilities. The plan is to develop a prioritized list of projects for the Board to consider when funding is available. She asked the Board about the AOC Court Facility survey. Commissioner Fisher mentioned he is on that Committee and this survey intends to locate a small number of projects state wide that can be funded. These are intended to be higher dollar projects. But the Commissioners are aware of the survey and intend to respond on behalf of the County.

FY17 BUDGET CALENDAR/AGENDA/PRINCIPLES:

Jennifer Cuellar, Finance Director, presented 2 draft budget documents for review. Commissioner Fisher had already reviewed them and was comfortable with them. They are largely consistent with prior year calendars and budgeting principles. Given this feedback, Jennifer noted her plans to send these out to county department heads and elected officials to kick off the FY17 budget cycle.

Additionally, Jennifer described a new process this year to look at scenarios for budgeting support services beyond current levels. With the years of deferred maintenance and impact of reduced staffing thru layoffs and furloughs, an array of support services spending is needed/desired. In order to give the Board a more complete picture of what that spending might look like, support departments are providing much more detailed budget information. This information will be inputs to create a list of potential work with price tags as well as to determine the impact different spending choices in support services would have on the administrative allocation costs across all funds.

A related topic regarding current fixed assets spending, updated guidance for loan proceeds available, potential projects, etc. was discussed. Casey Garrett and Todd Dugdale talked about current projects that could be paid for out of the loan proceeds balance: water main work and remodel to provide more adequate spaces for county counsel and district attorney offices. Jennifer recommended that these projects be paid for by these existing restricted funds. The Boards guidance was that these approved projects should be paid for from the loan proceeds and not the general fund. An opportunity for funding capital improvement projects in the old courthouse, some of which is on the loan proceed project list, was also discussed. Casey will work up the numbers and get them to Commissioner Fisher in the next week. Existing projects on the loan proceeds work list were reviewed. Case Management software for the DAs

office may move forward. The server room move is still a possibility but alternative off site hosting solutions are also being explored. Potential projects were also discussed including Roads department roof work and parking lot paving. No action was needed at this point.

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

Dated at St. Helens, Oregon this 2nd day of December, 2015.

BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

By: _____
Henry Heimuller, Chair

By: Not Present
Anthony Hyde, Commissioner

By: _____
Earl Fisher, Commissioner

By: _____
Jan Greenhalgh
Board Office Administrator