

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

STAFF MEETING MINUTES

March 16, 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.

CDBG GRANT AGREEMENT:

The Board met with Jim Tierney, Susan Wagner and Beverly Danner with Community Action Team, along with county staff Sarah Hanson, Jennifer Cueller, Jan Greenhalgh and Jean Ripa to discuss the CDBG Housing Rehabilitation Grant agreement and the requirements that come with that agreement. Jim expressed his frustration with how complicated and work intensive the CDBG grants have become, however he doesn't want to lose this funding. It was noted that these requirements are coming from the State, not the federal government. There was lengthy discussion held on the ADA requirements and who at the county would be responsible to ensure that they are being met or what steps will be taken to ensure compliance. It was determined that Jan Greenhalgh would take on that position.

After discussion, Commissioner Heimuller moved and Commissioner Fisher seconded to approve the CDBG Regional Housing Rehabilitation Grant agreement and applicable documents. The motion carried unanimously.

SHERIFF - MONTHLY REPORT:

This matter was carried over to the Wednesday 4/6/16 Staff meeting.

REVIEW COUNTY TRANSPORTATION SYSTEM PLAN UPDATE:

Dave Hill, Public Works Director, came before the Board along with John Bosket of DKS Associates to discuss the Transportation System Plan Update. John gave a brief presentation on the status of the Transportation System Plan, which is approximately 75% complete, with the anticipation of final adoption in the fall of 2016. Dave mentioned that this update to give the Board an opportunity to ask questions, offer input and to review the information to date. The Board was referred to the Technical Memorandum #12 report, previously submitted, which includes the mission statement and a list of proposed projects. Comments from the Board included holding public meetings in the Clatskanie and Scappoose area, and to include a proposed bypass around the east side of Scappoose.

TRANSIT UPDATE & RFQ FOR TRANSIT VEHICLE::

Janet Wright and Michael Ray, CC Rider, were present for discussion. An update was provided on the Transit Operations RFP process and the proposal received. Staff is

reviewing the proposals, checking references and will be holding a conference call with the company to get some clarifications regarding the proposal. Staff has also begun contacting references of proposers. So, far references have been very positive.

Discussion was then turned to the operations plan provided by First Transit and staff is in the process of formulating a response to be provided to First Transit. Janet noted that the DAR Performance times have begun improving. She will craft benchmarks to submit to First Transit which will create incentives for First Transit to work toward and will be tied to receiving a portion of the liquidated damages back. The more successful First Transit is in reaching a benchmark, the higher percentage of liquidated damages are returned to them.

Staff provided a Project Request Form to purchase electronic bus monitoring equipment that will provide passenger counting, GPS locations, live camera to see how the bus is doing along routes and other information. The grant request is for \$100,000 which is not enough to outfit all of the buses but, as buses are purchased, they would be able to include that items. The funding is revenue neutral as the funding would be from one grant program and the match would come from STF funds. While CC Rider is applying for grant funds to implement this technology, contract proposals do indicate that contractors may be willing to install such technology if they are chosen to provide service. More information on what this would actually entail, should be fleshed out more fully when we talk with the contractors.

Staff has completed a Specs Request form for the purchase of a new 28-30 passenger bus. The form is currently being reviewed by legal, but should be submitted to the vendors by end of week or early next week. This will be followed by a Specs form for a 14-16 passenger bus by the end of March.

There was no Executive Session held.

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

Dated at St. Helens, Oregon this 16th day of March, 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