

COLUMBIA COUNTY BOARD OF COMMISSIONERS  
BOARD MEETING

MINUTES

June 8, 2016

The Columbia County Board of Commissioners met in scheduled session with Commissioner Anthony Hyde, Commissioner Henry Heimuller and Commissioner Earl Fisher, together with Sarah Hanson, County Counsel and Jan Greenhalgh, Board Office Administrator.

Commissioner Hyde called the meeting to order and led the flag salute.

**MINUTES:**

Commissioner Heimuller moved and Commissioner Fisher seconded to approve the minutes of the June 1, 2016 Board meeting and June 1, 2016 Staff meeting. The motion carried unanimously.

**VISITOR COMMENTS:**

*Al Peterson, 101 St. Helens Street, St. Helens:* Al is here today to share information on a project in St. Helens referred to as the "Dog Walk". It is modeled after an art project that started in Chicago in 1999. Al has designed about 12 breeds of dogs. They are cut out of wood and local artist will be painting them and they will then be placed around the city. He is here to request that the Board allow them to site a large dog in the plaza before the 4<sup>th</sup> of July and it will remain there through Labor Day. It will be bolted to the existing concrete in the plaza. This project is being partially funded through the Cultural Trust Coalition through one of their grants.

Commissioner Heimuller commented that it's always nice to see these feel good projects. He will be happy to support the project and will sponsor a dog at the highest level as long as it's a Springer Spaniel. Sarah explained the process and will prepare the necessary paperwork for Board approval.

***Rory Hammond, 66350 Bishop Creek Road:*** He is here today to talk about the recent election, in particular the resounding defeat of the transit district. He is not sure if this defeat was because voter's didn't want to pay more taxes or they don't agree with the idea of a transit district or if they simply don't think we need mass transit in Columbia County. The Commissioners, by proxy of the people, are responsible for CC Rider. It is extremely hard to put values on the intangible benefit that this transit system provides. He believes that a bus maintenance department could be leveraged for maintenance of all county vehicles and the potential of Park and Rides could benefit the 16,000+ daily commuters by reducing traffic. Low density is the enemy of cost and as our population grows in south county, operating costs should go down. He would like to suggest a path towards resolving the ongoing funding issues. CC Riders mission is "public transportation for all". It reported an impressive average passenger count of 8,4000 per month on an annual budget of \$1.7 million. These numbers make it very easy to figure out the direct cost of each trip. CC Rider needs to have a published plan, with a 5 year budget and 5 year goals , as well as stretch goals. It should have an organizational chart with roles clearly defined. He believes that voters would support a levy if they knew for example that currently 3% of the county residents receive service with a long term goal of servicing 10% of the residents. Projections need to be made about density increases, passenger increases along with the corresponding decrease in the direct cost of each trip. Basically, a published plan with metrics that can be monitored and evaluated.

#### **REQUEST FOR SOLE SOURCE PROCUREMENT - JAIL:**

Brooke McDowall, Sheriff's Office, came before the Board to present information on the purchase of the Web LEDS software for the Sheriff's Office. KRP Data System is the only source for the application and is a web based solution for LEDS. Web LEDS is CJIS complaint. Brooke is requesting the Board approve this sole source procurement. After

some additional information and discussion, Sarah reviewed the process that needs to take place prior to any formal action. Consensus of the Board to have staff move forward on this.

**CONSENT AGENDA:**

Commissioner Hyde read the consent agenda in full. With no changes/additions, Commissioner Heimuller moved and Commissioner Fisher seconded to approve the consent agenda as follows:

- (A) Ratify the Select to Pay for week of 6/6/16.
- (B) Order No. 19-2016, "In the Matter of Dismissing the Order Approving the Formation of a New Columbia County Rider Transportation District".
- (C) CIS Columbia County Liability Coverage Proposal and Authorize the Chair to sign.
- (D) CIS Columbia County Auto Physical Damage Coverage Proposal and Authorize the Chair to sign.
- (E) CIS Columbia County Property Coverage Proposal and Authorize the Chair to sign.
- (F) CIS Columbia County Equipment Breakdown Coverage Proposal and Authorize the Chair to sign.
- (G) CIS Columbia County Excess Crime Coverage Proposal and Authorize the Chair to sign.
- (H) CIS Columbia County Cyber Security Expense Coverage Proposal and Authorize the Chair to sign.
- (I) SAIF Workers' Compensation Notice of Election for Guaranteed Cost Plan and Authorize the Chair to sign.

- (J) Self-Insurance Fund ("SIF") Notice and Acknowledgment of Assessable and Financial Condition and Authorize the Chair to sign.
- (K) Approve the creation of the position of Legal Secretary-Counsel's Office and assign to non-exempt salary range 24 and authorize County Counsel to fill current vacancy.
- (L) Approve the creation of the position of Paralegal and assign to non-exempt salary range 25.
- (M) Approve the creation of the position of Accountant II and assign to non-exempt salary range 24 and authorize Finance Director to promote one position.
- (N) Approve the creation of the position of Accountant III and assign to non-exempt salary range 25.
- (O) Approve the creation of the position of Finance Analyst and assign to non-exempt salary range 26.
- (P) Approve the creation of the position of Accounting Services Manager and assign to FLSA exempt salary range E04.
- (Q) Authorize Finance Director to fill one position of either classification.

**AGREEMENTS/CONTRACTS/AMENDMENTS:**

- (R) Personal Services Contract with Smith-Wagar Brucker Consulting for Capital Planning and Miscellaneous Financial Services.
- (S) Public Road Event Permit and Indemnity Agreement for the 2016 Columbia Century Challenge Bicycle Ride Event.

The motion carried unanimously.

**MARIJUANA TAX PROPOSAL:**

Jennifer Cuellar, Finance Director and Robin McIntyre, Assistant County Council were present to review a proposed marijuana tax. Local jurisdictions have the ability to charge a 3% tax on marijuana retail sales. Columbia County may do this in unincorporated areas only, as the law currently states. Staff has prepared an Ordinance that would need to be approved by the Board to get it on the November ballot and that timeline is detailed in Jennifer's memo to the Board. The proposed ordinance includes a 3% tax. Jennifer did an informal poll of the cities and has only heard from 2. One city is considering putting a measure on the November ballot and the other is not. Some statistical information is available through OLCC and Oregon Public Health.

Robin gave a brief overview on what the legislature passed, i.e. licensing, time frames, taxes, etc.

Commissioner Heimuller would like to see have all jurisdictions in the county combined into one measure on the ballot, because if someone doesn't want to pay the additional tax, they will simply go into the city to purchase their goods.

Commissioner Fisher agrees it would be nice to combine with the cities, but either way, the county needs to move forward to get this on the November ballot and let the people vote on it.

Discussion was held on the details of the tax and how the State refund retailers 2% for their administrative work in collecting the tax and submitting it to the State. After discussion, there was Board consensus to have staff move forward with finalizing the Ordinance to be considered in July.

**IFA INTAKE FORM FOR SOIL & WATER CONSERVATION DISTRICT PROJECT:**

Melissa Lake, SWCD, Millard Road, was present for discussion. This matter was brought before the Board a couple of weeks ago by Kari Hollander. She noted that approval of the Intake Form is only a prerequisite to the actual application process. After discussion, Commissioner Fisher moved and Commissioner Heimuller seconded to approve the IFA Intake Form for the Soil & Water Conservation District's project, subject to Counsel review. The motion carried unanimously. Sarah addressed her 2 concerns, one being the requirement for a public hearing and the all CDBG grants be listed on the form. Both of these concerns have been addressed.

**LIQUOR LICENSE - CASCADE KELLY INDUSTRIAL ALCOHOL DISTILLERY:**

After a brief review by Commissioner Hyde, Commissioner Heimuller moved and Commissioner Fisher seconded to approve the Liquor License for Cascade Kelly for Industrial Alcohol Distillery. The motion carried unanimously.

**COMMISSIONER HYDE COMMENTS:**

Commissioner Hyde was in Portland last Wednesday to meet with a large contingent from China to talk about sister county relations and potential economic development opportunities. They are very interested in developing public relations with Columbia County.

Unfortunately, he missed the CEPA meeting yesterday that was held in Mist. He was in Portland meeting with P&W Railroad to talk about rail issues and the recent incident in eastern Oregon. In the afternoon, another step was taken in the move forward on the Oregon Manufacturing Innovation Center in Scappoose. This project is going to significantly change the face of this county.

**COMMISSIONER HEIMULLER COMMENTS:**

Commissioner Heimuller attended the CEPA meeting in Mist to tour Fleming Pond. They viewed a powerpoint presentation which clearly identified the values to our most remote fire department in the county. To have that water ready supply, not only for residential and farm related fires, but any potential fires at the gas wells. It's a 2.5 acre pond that serves as a wildlife and wetland habitat but also is direct pumped into hydrants so that trucks can pull up and get the water without having to go out into a field. Very impressive project.

The statewide Cascadia Rising drill is going on this week for preparation in the event there is an earthquake as is predicted. Columbia County EOC is participating in the event.

He has been busy working on *ConnectOregon VI*, a grant funded program for transportation projects in the State and those should finalize next week.

There was an Emergency Preparedness Fair held last Saturday at the Four Square church. It was a Ford Family Foundation project. It went very well and a good turnout for a first year event.

The Board will be holding their final budget hearing tonight at 5:00 at the Courthouse. The public is welcome and encouraged to attend.

**COMMISSIONER FISHER COMMENTS:**

Commissioner Fisher wanted to publicly thank Rory Hammond for attending the Rainier budget hearing and his comments and suggestions on the CC Rider Transit program. The Board will be interviewing for the Transit Administrator position today and Rory's comments will be passed along.

It's been really warm the past few days and he encouraged people to pay attention to the heat advisories.

School is letting out soon and that means that there will more kids out and about and asked that we all pay attention when driving and watch out for the kids.

*The Board recessed the meeting at 11:00 am and reconvened at 12:30 pm in the Board's Conference Room.*

The meeting was called back to order with Commissioner Hyde, Commissioner Heimuller, Commissioner Fisher and Sarah Hanson present.

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

The Board immediately recessed the regular session to go into Executive Session as allowed under ORS 192.660(2)(h). Upon coming out of Executive Session, Commissioner Fisher moved and Commissioner Heimuller seconded to approve the release with Western Surety Company on Claim No. 9a348894 and authorize the Chair to sign. The motion carried unanimously.

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



Dated at St. Helens, Oregon this 8<sup>th</sup> of June, 2016.

NOTE: An audio CD of this meeting is available for purchase by the public or interested parties. A video of the meeting is also posted on our website at [www.co.columbia.or.us](http://www.co.columbia.or.us)

BOARD OF COUNTY COMMISSIONERS  
FOR COLUMBIA COUNTY, OREGON

By: \_\_\_\_\_

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Anthony Hyde, Chair

By: \_\_\_\_\_

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Henry Heimuller, Commissioner

By: \_\_\_\_\_

Jan Greenhalgh

By: \_\_\_\_\_

Board Office Administrator

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Earl Fisher, Commissioner