

COLUMBIA COUNTY BOARD OF COMMISSIONERS

WORK SESSION MINUTES

March 11, 2003

The Columbia County Board of Commissioners met in scheduled session with Commissioner Joe Corsiglia, Commissioner Rita Bernhard and Commissioner Anthony Hyde, together with John Knight, County Counsel, Sarah Tyson, Assistant County Counsel, and Jan Greenhalgh, Board Secretary.

Commissioner Corsiglia called the meeting to order.

JEAN RIPA: REORGANIZATION PROPOSAL FOR STAFFING CHANGES:

Jean Ripa came before the Board with a proposed reorganizational structure for staffing changes in the Treasurer's office, Finance & Taxation and Assessor's office. Jean briefly reviewed the proposal and the cost savings to the County. The Board will need to approve the concept of these changes so that Ruth can make the appropriate changes in the upcoming budget. Commissioner Hyde supports any concept that can save the county money. There is currently a bill being presented to the legislators that would allow counties to make the Treasurer an appointed position without having to go out to the voters. Commissioner Bernhard had a concern about what the auditors thought about this. Ruth has spoken with them and they actually suggested this concept. If the Board approves of the concept, she will be forwarding a copy to the Compensation Committee, who will be meeting this month. After discussion, Commissioner Hyde moved and Commissioner Bernhard seconded to endorse the concept for the reorganizational proposal for staffing changes. This motion carried unanimously.

TOM LINHARES: REQUEST TO FILL DATA ANALYST POSITION:

Tom Linhares informed the Board that Jeff Benham, the Data Analyst in the Assessors office, is retiring April 1, 2003. Tom explained why this position is so important to the department. Because this is a promotional appointment, it is assumed that the position would be filled by a current member of the Assessor's Office appraisal staff. This will create a vacancy in one of the Property Appraiser II positions. Therefore, he is also requesting authorization to fill a Property Appraiser II position, once it becomes vacant. Commissioner Bernhard expressed her concerns with filling any positions because of the budget shortfalls the County is looking at. Commissioner Hyde agrees with those concerns, however these are needed positions and are necessary for the grant funding the County receives. At this time, the Board would approve the filling of the Data Analyst position only and added this to the consent agenda.

PHIL DERBY: CRIMINAL BACKGROUND CHECKS:

Phil Derby, County Sheriff, came before the Board to discuss criminal background checks. It was his understanding that there had to be an ordinance to criminal background checks and John was doing some research on that. The Sheriff's office currently does background checks for the schools and charge a fee of \$10 for fingerprinting. That information is then sent back to the school and they forward it on to the Oregon State Police. John Knight spoke with Paul, Assistant Director of LEDS,

this morning. John explained to him the County's current practice of doing background checks through LEDS only. He asked about the need for an ordinance and Paul felt the County would need a statute. John feels there was some confusion on what is really needed. Paul gave John some contacts at the Identification Services Division to check with. After discussion, the Board suggested Phil work with John Knight to further research this issue.

TODD DUGDALE: STATUS OF COMP PLAN & ZONING ORDINANCE AMENDMENTS:

Todd Dugdale addressed two comprehensive plan amendments that need to be done rather quickly, the Farm/Forest Resource amendments and the Goal 5/Big Game Habitat amendments. Todd presented the Board with a time schedule for both amendments. However, there is a rather large surface mining application (Fort James) coming up which has pushed back other work. In order to meet the schedule, Todd is proposing that the County contract out the review of the surface mining application to Dorian Kuper and thereby free up planning staff to complete the comprehensive plan amendments. This would be paid for out of the surface mining administration fees. Todd assured the Board that there will be no conflicts of interest concerning Dorian Kuper. After some discussion, the Board was in agreement and directed Todd to will move forward with preparing a contract with Kuper Consulting.

DAVE HILL: APPLICATION FOR RARE STUDENT:

Dave Hill has completed an application for a RARE student, but prior to submitting it, he wanted to review it with the Board. The application is due April 1st. He would like to hire a RARE student to update the Transportation System Plan and to develop a master plan for Scaponia/Camp Wilkerson county parks. The county match would be \$17,000. He has not included this in the upcoming budget, but if the Board is agreeable, he will add it in. Commissioner Hyde commented on the RARE program which has been very successful for the County in the past. In order to get the grant we're looking at, the Transportation Plan needs to be in place. He would agree with Dave's request to apply for a RARE student. After discussion, the Board authorized Dave to move forward with the application process.

SHAWN BARRETT: REQUEST APPROVAL TO REPAIR CREMATORIUM:

This item was pulled from the agenda per Betty Huser.

PHIL DEWEY: FEE INCREASES:

Phil Dewey came before the Board and explained that he is not totally prepared to discuss this today. However, he noted that it has been about 10-12 years since he has had a fee adjustment, and costs have gone up dramatically. He is not prepared to determine what those increases should be, but will put something together for the Board to consider. Commissioner Hyde asked if the fee study that was done some time ago included the surveyor fees. Phil didn't think so. He explained a problem with the fees collected by the clerks office and how that accounting system works. That's an in-house policy that needs to be addressed. There are also some other issues that need to be looked at, such as his cell phones. The Board suggested Phil develop an outline of all the issues and bring it back before the Board for review and discussion. As for fees increases, the Board needs to see a proposal and

justification for any increases. Follow-up was planned for the next work session on March 25th.

ORDER #7-2003: RULES & REGULATIONS FOR ACCESS APPROACHES:

Sarah Tyson reviewed Order #7-2003 which has now been changed to Ordinance #2003-02. Sarah will schedule a public hearing for adoption. She briefly reviewed the contents of the ordinance. One significant change will include reference to permits to comply with the Endangered Species Act and indemnify the County for any liability under the Endangered Species Act. The rest are pretty much clarification changes.

JAN RENTENAAR REQUEST:

Sarah reviewed the request by Jan Rentenaar for payment of art work for the Lewis & Clark project. There is no existing agreement with Jan, and Sarah has only briefly spoken with her but has not yet spoken with Bob Brown. The Historical Society has been administering the grant for the Lewis & Clark project. Bob Brown apparently agreed that Jan would do some artwork. Jan would need to do three things: identify the species of wildlife on Sauvie Island that would have been there during the time of Lewis and Clark; do the design artwork; and come up with some kind of security mechanism to protect the artwork from theft. This has been completed, and a bill for \$2,127 has been submitted for payment. One problem is that Bob has asked for exclusive rights for the design of the sculpture. Bob has asked the County not to make payment on it because, he feels the County is entitled to have the copyrights or the design of the sculpture. For security reasons, they want to be able to make a mold of the sculpture, so if it gets stolen, they can make a replacement. There will be a meeting today to determine what the actual agreement was. If there isn't a determination, then we need to make a decision as to whether Jan should get paid for the work that she's done. Commissioner Hyde stated that the bottom line is that we need to get a contract with the Historical Society, then we can hold them accountable for monthly updates. Bob knows that we need to have contracts. Nothing should be done without a contract. Further discussion will be held on this when Jan attends the meeting this afternoon.

ROAD VACATIONS WITHIN HILLCREST:

Cynthia Zemaitis sent a memo to the Board regarding this issue. Scott Russell is interested in purchasing 80 acres parcel in the Hillcrest 3 and 4 subdivisions and would like to know what it would cost to purchase this property and vacate the 11 roads in this 80-acre parcel. Our fee could run up to \$11,000.00. Cynthia feels this can be done with one partition and no hearing. She reviewed the costs involved. Commissioner Bernhard asked about the process of splitting the roads up between owners on each side. Cynthia would suggest that the purchase take place first, which would eliminate additional costs and charge a fee of \$3,000 to cover all the costs. Commissioner Hyde would agree to charge \$3,000 plus any additional amount over that to cover all costs to the county. After discussion, the Board directed Cynthia to move forward with this.

REQUEST FOR PRIVATE SALE OF COUNTY OWNED PROPERTY (HILLCREST):

Cynthia Zemaitis stated that the County has possession of additional parcels in Hillcrest 1. These are all assessed at under \$5,000. and are not buildable. Chris Nelson has made an offer to purchase each one for \$1,000. Cynthia asked if the Board would be willing to sell these lots to Mr. Nelson. Discussion was held on whether or not these lots would be buildable or not, if Mr. Nelson owned all of them. The Board directed that Mr. Nelson sign an acknowledgment that these lots are not buildable as is, prior to the sale. Cynthia will need approval to sell these lots at \$1000 each plus recording fees. The Board agreed and directed Cynthia to move forward.

FTA 5309 GRANT:

Cynthia Zemaitis addressed the FTA 5309 grant for capital projects. Cynthia has drafted an order for Board approval that would accomplish a couple of things. It would designate her as the authorized grant applicant and also designate a county official for signing certain documents. Cynthia asked which Commissioner wants to be appointed. The Board recommended Commissioner Hyde. With that, the Board added this Order No. 18-2003 to the consent agenda.

The Board recessed the meeting at 11:30 a.m. and reconvened at 1:00 p.m. Present were Commissioner Joe Corsiglia and Commissioner Rita Bernhard. Commissioner Hyde was not present.

Commissioner Corsiglia called the meeting back to order.

EXECUTIVE SESSION UNDER ORS 192.660(1)(e):

The Board immediately recessed the regular session to go into Executive Session as allowed under ORS 192.660(1)(e). Upon coming out of Executive Session, Commissioner Bernhard declared a potential conflict of interest because she owns property near this piece of property and she was unaware that this site was under consideration. With that, Commissioner Bernhard moved and Commissioner Corsiglia seconded to authorize Bill Potter to enter into property negotiations with the owner of the Railroad Avenue site in conjunction with the new Transfer Station and sign the earnest money agreement. The motion carried unanimously.

JAN RENTENAAR: REQUEST FOR PAYMENT OF ARTWORK:

Jan Rentenaar came before the Board regarding art work that she did for the Lewis & Clark project. She presented the Board with pictures, information and costs for discussion. She read a prepared statement to explain the situation. Commissioner Corsiglia asked Ruth about the county's ability to pay this bill. Ruth stated that the County is in receipt of a \$31,000 grant, however there are two other bills outstanding that need to be paid. The Board felt that Jan needed to be paid for the work she has completed. Bob Brown needs to be notified and instructed not to enter into any additional agreements with anyone until further notice. After discussion, Commissioner Corsiglia moved and Commissioner

Bernhard seconded to authorize payment of \$2127 to Jan Rentenaar for art work completed on the Lewis & Clark project to date. The motion carried unanimously.

Further, staff was directed to prepare a letter to the Historical Society to determine what Bob Brown has committed to for the use of the grant funds. Sarah feels there are some additional issues that need to be addressed and suggested scheduling a meeting with Bob Brown.


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

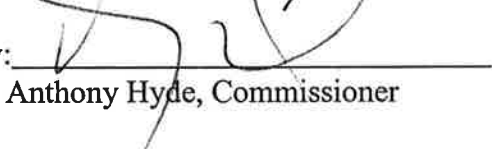
Dated at St. Helens, Oregon this 11th day of March, 2003.

NOTE: A tape of this meeting is available for purchase by the public or interested parties.

BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

By: 
Joe Corsiglia, Chair

By: 
Rita Bernhard, Commissioner

By: 
Anthony Hyde, Commissioner

By: 
Jan Greenhalgh Board Secretary