

BEFORE THE BOARD OF COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

WORK SESSION

June 10, 2003

The Columbia County Board of Commissioners met in scheduled session with Commissioner Rita Bernhard and Commissioner Anthony Hyde, together with John Knight, County Counsel, and Jan Greenhalgh, Board Secretary. Commissioner Corsiglia was not present.

Commissioner Bernhard called the meeting to order.

FRED STALLARD, DEPT OF FORESTRY: LAND EXCHANGE:

Fred Stallard, Department of Forestry, came before the Board regarding a land exchange that started about 3 years ago. There have been public hearings in all four counties involved; Washington, Tillamook Clatsop and Columbia. So far, everyone is on board with this and no objections have been received. Fred is now attending work sessions in each county to discuss any questions or issues with this land exchange. Once approval is received from the 4 counties, they will go before Board of Forestry. There are 32 acres effecting Columbia County, which is valued at \$434,000. Fred submitted information and maps to the Board for their review. He gave a brief explanation of the proposal. The overall purpose is to consolidate the land into one ownership. More specifically, the exchange improves the Tillamook and Clatsop State Forest's strategic consolidation position resulting in more effective landscape management and landscape design opportunities, increases the recreation potential for the Tillamook State Forest and, overall, makes management of state-owned forest lands more economically efficient. After discussion, the Board directed staff to prepare a Board order for approval.

BILL POTTER: COFFEE CONCESSION PROPOSALS:

Bill Potter recently submitted copies of the three proposals received for the coffee concession to the Board for review. The three were MTC; Express Lane Espresso, Inc.; and Old Towne Espresso. All are experienced vendors and well qualified. Commissioner Bernhard reviewed all three and her choice would be MTC because they are doing the training through the employment office. Commissioner Hyde fails to see where one is any better than the other, as far as employment. His preference would be Express Lane. He buys his coffee there and knows first hand that their service and product is good. Bill noted that Commissioner Corsiglia preferred MTC. Commissioner Hyde felt that if the other two Commissioner's prefer MTC, he would agree with that.

Ruth Baker expressed her concern about her department being the most effected by the additional noise and traffic this will create. Commissioner Hyde feels that if it becomes an issue, then it will be dealt with.

Bill stated that, in the 3 proposals received, MTC is the only one that has a self-contained cart, which is a plus. This will be a two year renewable contract, which still has to be drafted.

Jean Ripa asked about the money this will be taking away from the vending machines, which helps fund the holiday dinner and county picnic. She asked if the Board is willing to dedicate any proceeds from this new concession to that fund. No decision was made on this issue.

After discussion, the Board directed Bill Potter to move forward with negotiating a contract with MTC.

PHIL DERBY & JIM GIBSON, CORPORAL POSITIONS IN THE JAIL:

Phil and Jim came before the Board to request authorization to create corporal positions in the Jail and explained why. There is a requirement in the agreement with INS to have a supervisor on duty 24/7. This needs to be done in order to continue renting beds to them. An approximate figure would be \$6,000 - \$9,000 per year for three corporal positions, one for each shift. The good news is that bed rentals are up and they should end up around \$150,000 over budget on bed rentals.

There is also 2 vacant Sergeant positions and 2 vacant Corrections Deputy positions. Jim would like authorization to fill those vacancies.

Jean explained that there is already an existing classification of "corporal" with an assigned salary range. The Board would simply need to authorize the Sheriff to promote into those positions.

Phil wanted to make sure that there was not going to be a problem with the union with the job duties. The Union President went to the union with this and it is now in writing that they agreed that the corporals will not be getting an additional 3% for training. He explained the benefit of promoting corrections deputies into corporal positions, it's good for moral and retention. Unfortunately, with promotions and the trickle down effect, he would also need to hire a corrections technician.

After discussion, the Board agreed with the request and directed Jean to draft appropriate language for the consent agenda.

STEVE ATCHISON, DISTRICT ATTORNEY:

Reclassify Deputy DA to Chief Deputy DA: Steve came before the Board to request approval to reclassify Dale Anderson's position from Deputy DA to Chief Deputy DA. A new job description has been developed. Responsibilities would be increased and this position would be

able to make decisions when Steve is out of the office. Dale has over 20 years experience and is more than qualified. This position is currently budgeted for. Jean explained what the Board will need to do on this.

Amendments #1 and #2 to Agreement for Child Support Services: Steve forwarded copies of these amendments to John Knight for review. Steve briefly went over both amendments and explained their purpose. There are changes in the revenue formula, which increases revenue for Columbia County. Amendment #2 basically removes the HIPPA requirement included in Amendment #1. Steve asked that both amendments be approved. John will review first before adding it to the agenda.

Regarding the Chief Deputy DA position, the Board agreed and directed Jean to get the appropriate language to Jan for the consent agenda.

REQUEST BY SCAPPOOSE DRAINAGE DISTRICT FOR FEE WAIVER:

Ruth Baker received a request from Karen Bond from the Scappoose Drainage District to waive the fee she was charged for the electronic data records for the drainage district. Ruth explained to her that the County has a new fee order and that the County charges everyone for these records. Karen asked that the request be run by the Commissioners for final decision. The Board stated that there is a policy in place and applies to everyone. The request was denied.

TRANSFER STATION PROCUREMENT:

Bill Potter updated the Board on the acquisition of the transfer station property. We are now at the point where we're ready to close on the transfer station site. All conditions have been satisfied, except the removal of the bus on the property. Bill has been assured that will happen next week. At this time, Bill would recommend that the Board move forward with the closing of the site procurement and authorize the Chair to sign the closing documents. After little discussion, Commissioner Hyde moved and Commissioner Bernhard seconded to authorize staff to move forward with the site procurement and authorize the Chair to sign. The motion carried unanimously.

Commissioner Bernhard stated that the Board received a letter from Jesse Lohrke commenting on this issue, which needs to be addressed. Commissioner Hyde read the letter and feels Jesse's comments are not related to the purchase. His issues need to be addressed at a later date.

Todd Dugdale stated that the next step is designing the facility and deciding on how services will be provided. Todd has asked URS to be present here today to outline an approach for this and make their recommendation. Doug Drennen went over his report and recommendation. Staff is seeking direction from the Board on the preferred procurement approach so that staff may

proceed, with SWAC input, on developing and recommending a draft procurement package for Board review and approval. The package would include design and construction requirements; station operating provisions; business and financial arrangements and proposal requirements and evaluation.

After lengthy discussion, the Board would like to see a report from SWAC before moving forward on this. The Board wants to be sure that Jesse Lohrke's issues are addressed when appropriate.

Code Enforcement Update: Todd Dugdale, LDS Director and Robert Crain, Code Enforcement Officer, came before the Board to give a brief update on the code enforcement program. Robert gave an overview on active case loads, where we were, where we are and where we're going. When he started with the County one year ago, there were 275+ complaints pending. As of today, the total case load is down to about 80 cases. Robert went over the types of complaints he receives, a majority of them being solid waste issues. Policy wise, he would ask that the Board make a determination on what types of issues are priority. Also, certain ordinances need to be amended to help in his ability to enforce the rules/laws. Robert addressed the issue of not being deputized. This hinders his ability to issue criminal citations. He asked that the Board consider having him deputized, with limited authority. He reminded the Board that he has a history in law enforcement. The Board discussed the fact that, because Robert was previously a police officer and has the knowledge and training, they would agree to having Robert deputized, after working out the details with Sheriff Derby.

Robert noted that he is also working on policies and procedures for code enforcement, which the County currently doesn't have. The Board and Todd both gave Robert credit for a job well done.

JUSTICE COURT DISCUSSION:

Present for discussion were Mike Sykes and Julie Koontz of the City of Vernonia, Rod McLean, Justice of the Peace and Steve Atchison, District Attorney. John gave some background on the Justice Court situation in Vernonia. Some time ago, the City of Vernonia requested rent for the Justice Court space at City Hall. The concern raised is that all other cities have their own municipal court and pay their own Judge. That is not the case in Vernonia. The Justice Court Judge is paid for by the County. Issues and concerns were raised so it was decided to have all parties at the table for discussion. Mike explained that the city originally asked for monthly rental payments to help pay for maintenance on the building. Rod explained that his budget can't be impacted too much. He submitted numbers on the amount of municipal court cases he's heard. From 7/1/02 through today, the cost to his budget is \$6,800+. A reasonable rental amount needs to be determined. Mike understands the county is in the same financial situation as the city and therefore willing to negotiate some type of payment.

Steve explained that State court cases have increased significantly and John Berg is spending a lot of time on these cases, going both to Vernonia and Clatskanie. Steve will get information to the Board detailing the costs to his department for these expenses.

After lengthy discussion, it was suggested that rental payments to the City of Vernonia be waived in lieu of the County not charging the City for prosecution and administration of the Municipal Court for city issues. Beginning June 1, 2003, the County would split all collected Justice court fines 50% with the City of Vernonia for cases within the city limits. There would be a contract between the City and County, to be reviewed in one year.

Mike stated that he would take this information back to the Vernonia City Council and, if agreement, an agreement would be drafted.

Commissioner Bernhard feels it is important to get the costs involved from the District Attorney's office so those can also be considered.

REQUEST AUTHORIZATION TO FILE CIVIL PENALTY:

Sarah Tyson came before the Board requesting authorization to file a civil penalty against David Helander. Sarah reminded the Board of this dog attack case. When the Board took action to fine Mr. Helander, Sarah sent him a copy of the Board order, along with a letter stating that he must pay the fine. To date, Mr. Helander has not paid. Commissioner Bernhard suggested sending him one more letter requesting payment before filing a civil penalty. Sarah explained that she is only requesting authorization to file a lien against Mr. Helander. She would have to come back before the Board before taking any court action. Commissioner Bernhard still would like to see one more letter be sent out. Commissioner Hyde agreed with Commissioner Bernhard. He read the original letter which states the county "may" file a lien. He would concur with sending another letter, but stating specifically that, if the fine is not paid within two weeks, the County "will" file a civil penalty.

AMENDMENT TO ENTERPRISE ZONE AGREEMENT:

Sarah briefly reviewed the amendment to the Extended Enterprise Zone Agreement between Columbia County, the City of Rainier, the City of Clatskanie and Cascade Grain Products. She also reviewed the Transportation Improvement Agreement between the County and Cascade Grain. After little discussion, the Board agreed to add these amendments to the consent agenda.

REGIONAL ARTS COUNCIL:

Commissioner Hyde attended a RAC meeting and it has been determined that the RAC needs to become a 501C-3. He asked John for help on determining the appropriate paperwork. John

explained that this would be outside of his duty to the County. He is not allowed to work for other entities.

ORDER NO. 37-2003 - LAW ENFORCEMENT LEVY:

John gave the Board an updated draft order for the Law Enforcement Local Option Tax. Tom Linhares went over the figures and had to recalculate them based on the 2003 figures, which increased the total amount. Phil Derby reviewed the language by Chris Iverson who suggested some changes and all agreed. After discussion, the Board added this order to the consent agenda.

LEWIS & CLARK GRANT:

John stated that the Historical Society had declined the invitation to meet with the Board today. Commissioner Hyde suggested sending out an RFP to take over the administration of the Lewis & Clark project. John will work on that. John went over a concern of Commissioner Corsiglia that there are no safeguards for the artifacts in the courthouse museum and suggested changing the locks to protect them until the ownership issue is settled. After little discussion, Commissioner Hyde moved and Commissioner Bernhard seconded to direct General Services to change the locks on the doors of the courthouse museum. The motion carried unanimously.

TRANSPORTATION:

John Knight reported on the situation with the COLCO buses, their condition, the ownership and insurance concerns. Metro West is interested in helping out with transportation and there may be others.

There was no Executive Session held.

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

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Dated at St. Helens, Oregon this 10th day of June, 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: Not Present

Joe Corsiglia, Chair

By: Rita M. Bernhard
Rita Bernhard, Commissioner

By: Anthony Hyde
Anthony Hyde, Commissioner

Recording Secretary:

By: Jan Greenhalgh
Jan Greenhalgh