COLUMBIA COUNTY BOARD OF COMMISSIONERS

BOARD MEETING

WORK SESSION MINUTES

September 1, 2021

The Columbia County Board of Commissioners met in scheduled session with Commissioner Margaret Magruder, Commissioner Henry Heimuller, Commissioner Casey Garrett, along with Sarah Hanson, County Counsel, and Robin McIntyre, Sr. Assistant County Counsel, Jacyn Normine, Board Office Administrator and County employees virtually from the Columbia County Courthouse.

Commissioner Magruder called the meeting to order.

STAFF ITEMS:

Proposed MTR Contract Amendment; John Dreeszen, Transit Director came before the Board to discuss a contract amendment. In the early stages of preparing the service changes that took effect this past July 1st, and as a critical component of preparing Transit's FY2022 annual budget, Transit staff reached out to MTR Western leadership soliciting a rate proposal for the anticipated new total of 7000 revenue hours per year. MTR responded with a proposed new rate of $73.70 per hour, up from the then-current rate of $61.79 per hour. As the proposed new rate was comfortably within Transit staff's projected range, work continued toward pursuing the service changes and preparing the supporting budget. Once the service changes and budget were approved, Counsel was asked to prepare a draft contract amendment. This amendment was reviewed by Transit Staff and has now been signed by MTR.

Transit Staff requests that the Commissioners place this contract amendment on the consent agenda for approval at an upcoming meeting. After discussion, the Board directed staff to place on an upcoming consent agenda for approval.

Security Cameras; Riley Baker, General Services Director came before the Board to request authorization to have Convergint install 11 security cameras at all door entries and parking lots and connect the existing 16 Eagle Eye Cameras with the new Avigilon system. The quote for this project is $57,251.00 and would be paid from the SAIF refund dollars. General Services Department will provide and install cable, switches, PoE and racks, roughly $3,000.00. The new cameras will have 50 PPF at door entries, up to 40 PPF at 75', and down to 28 PPF at 100'. Riley presented examples of the camera qualities. After discussion, the Board directed Riley to include the Transit property and the John Gumm Building property and bring the contract back for approval on an upcoming consent agenda.

Hardship Waiver of Fees Application; Erin O'Connell presented a hardship waiver to the Board several weeks ago and she was directed to bring back more information. Today she is here to share the additional information that she obtained. The property is

located at 54165 Sam Blehm Rd. Scappoose, OR. The applicant is on a fixed income. She is only requesting the waiver for the septic portion because she did not know that this was a requirement and did not budget for it. She is paying for her demo and siting permit. Erin reported that while working with the applicant there does appear to be a legitimate need. This property will not be a rental but the applicant's full time resident. After discussion, Commissioner Garrett moved to approve the hardship waiver in the amount of $676.00. Commissioner Heimuller seconded. The motion carried unanimously.

Human Resources Update; Jeanine Hohn, HR Director came before the Board with a Human Recourses Department update. The update included new hires and job roles in the LDS Department. Robert Wheeldon, was hired through Cardinal Services as the interim Planning Manager, Jackie Welter will return as a Cardinal employee for a temporary LDS clerk. Jeanine requested that Suzie Dahl be the acting Supervisor for Derek Frasier and approve time cards for all LDS staff. The consensus of the Board was to move forward with the additional roles for Suzie. Discussion was held on who would approve Robert's timecards, after discussion it was determined that Commissioner Magruder would be the authorized signer. Jeanine briefed the Board on contracts for planning services that will be on upcoming consent agendas. LDS recruitments for Planning Manager and 3 applicants can move forward to the interview process.

Jeanine, updated the Board on the HR Director Recruitments, first round interviews are scheduled next week on September 7th & 8th.

The employee appreciation annual picnic is still a go for September 15, 2021 at the Fair Grounds. There will be options for those that are not comfortable meeting in a large group. We will have meals prepped and ready for grab and go in addition to outside seating.

EXECUTIVE SESSION;

The Board recessed their regular scheduled meeting to enter executive sessions. ORS 192.660(2)(h)to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed and ORS 192.660(2)(f) to consider information or records that are exempt by law from public inspection. Upon coming out of executive session, no action was taken.

BOARD DISCUSSION ITEMS

Commissioner Garrett had spoken with Mayor Scholl and they discussed possibly restarting the City County dinners. Jacyn Normine will reach out to Kathy Payne at the City of St. Helens to get additional information and to get a feel of who would like to restart these gatherings.

Commissioner Magruder presented a letter written to county partners asking what specific actions they would like to enact, in their jurisdictions, to address the Governor's mask and vaccine mandates. After discussion, the consensus of the Board was to share the letter with all the partners. This letter will be distributed by email.

Commissioner Heimuller shared the update on candidates for the NW Oregon Housing Director. He thinks they have found a good candidate and they are starting negotiations. Next Thursday he was scheduled to meet in Tillamook for ColPac and Transportation but the meeting has shifted back to virtual and the link is available on line to join.

ADJOURN

With nothing further to come before this Board the meeting adjourned. Dated this 1st day of September, 2021 in St. Helens, OR.

By: _____
Jacyn Normine
Board Office Administrator

BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

By: _____
Margaret Magruder, Chair

By: _____
Casey Garrett, Commissioner

By: _____
Henry Heimuller, Commissioner