

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

STAFF MEETING MINUTES

April 4, 2012

The Columbia County Board of Commissioners met in scheduled session with Commissioner Anthony Hyde, Commissioner Earl Fisher and Commissioner Henry Heimuller.

Others present: Sarah Hanson, Jean Ripa, Sue Martin, Jennifer Cuellar, Bill Potter, Jody Cline of Lane Council of Governments.

Commissioner Fisher called the meeting to order.

EXECUTIVE SESSION UNDER ORS 192.660(2)(h) - LITIGATION:

The Board recessed the regular session to go into Executive Session as allowed under ORS 192.660(2)(h). Upon coming out of Executive Session, *Commissioner Heimuller moved and Commissioner Fisher seconded to direct Brett Merserseau to appear in Case #12-2001, In the Matter of Columbia Health District Resolution No 2011-17, Columbia Health District. The motion carried unanimously.*

IT NEEDS ASSESSMENT:

Jody Cline, Lane Council of Governments, we present review with the Board, the process she is using to conduct an IT Needs Assessment for Columbia County. She asked for any input from the Board. After discussion, no action was taken.

CONTRACT WITH INSURANCE AGENT OF RECORD:

On behalf of the Risk Management Committee, Sarah Hanson, Jean Ripa and Jennifer Cuellar requested that the Board renew the contract with Beecher Carlson as the County's Insurance Agent of Record for the term of 4 years. After discussion, the Board came to a consensus to renew the contract for one year. Sarah will prepare the contract for formal approval.

SAFETY COMMITTEE RECOMMENDATION:

On behalf of the Safety Committee, Bill Potter and Jean Ripa presented a recommendation that the County fund and install a protective cage around the central controls of the new fire sprinkler system. After review and discussion on the risks involved, there was a consensus of the Board to approve staff moving forward with this project. Commissioner Heimuller committed to following up with the State Courts about having them fund a portion of this project. Bill will check with Todd Dugdale to see if there is available funding this fiscal year.

ASSESSOR - PERSONNEL REQUEST:

Sue Martin, County Assessor, met with the Board seeking approval for the creation of an Assessment Clerk III position at a salary range of 23. She informed the Board that this position combined mandated duties of one Assessment Clerk II position (SR22) and the Cartographic Drafter position (SR25) and is anticipated to replace both of these positions by 7/1/12 based on the upcoming budget shortfalls. After discussion, *Commissioner Heimuller moved and Commissioner Fisher seconded to approve the job description for the Assessment Clerk III position at SR23. The motion carried unanimously.*

It was noted that the actual hiring of this position was not approved at this time.

NOMINATING OF SIGNIFICANT INDUSTRIAL AREA:

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

Dated at St. Helens, Oregon this 4th day of April, 2012.

BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

By: _____

Anthony Hyde, Chair

By: _____

Earl Fisher, Commissioner

Recording Secretary

By: _____

Henry Heimuller, Commissioner

By: _____

Jan Greenhalgh