

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

STAFF MEETING MINUTES

April 11, 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, Robin McIntyre, David Stocker, Jennifer Cuellar, Jean Ripa, Todd Dugdale

Commissioner Hyde called the meeting to order.

RESOLUTION NOMINATING A SIGNIFICANT INDUSTRIAL AREA:

David Stocker, Economic Development Director, met with the Board to discuss an option of pursuing an application to the State of Oregon designating areas in Columbia and Clatsop counties as Regionally Significant Industrial Lands under SB766. The Board directed David to work with Col-PAC and other local jurisdictions to explore development of an application.

SOUTH COLUMBIA COUNTY ENTERPRISE ZONE ASSOCIATION AGREEMENT:

David Stocker addressed the questions previously raised by Commissioner Heimuller and the agreement can now be added to the next consent agenda for approval.

LAW LIBRARY MANAGEMENT:

Sarah Hanson met with Steve Atchison and the Board to discuss the law library contract

with Columbia County Legal Aid. Several weeks ago, the Board approved the agreement, then Legal Aid required some changes. Sarah discussed those changes with the Board and recommended approval. After discussion, *Commissioner Fisher moved and Commissioner Heimuller seconded to rescind prior approval of the Law Library Agreement and approve the Personal Services Contract with Columbia County Legal Aid as presented, effective 4/11/12. The motion carried unanimously.*

REQUEST FOR WAIVER OF INSURANCE FOR PLAN REVIEW CONTRACT:

Todd Dugdale came before the Board to request a waiver of the \$2 million dollar insurance requirement for County personal services contracts in order to reduce the hourly rate charged by the plan review services contractor. Robin McIntyre explained that there are concerns about the contractor meeting IRS and BOLI contract requirements and that she would recommend against waiving the insurance requirement. After discussion, there was a consensus by the Board to not grant a waiver to the insurance requirement.

SECURITY BARRIER AT COURTHOUSE ENTRANCE:

While present, Commissioner Hyde asked Todd about the comment he received that the newly remodeled front entrance and ramp to the Courthouse does not have a security barrier. Todd provided the Board with photos and specifications for a variety of barriers including bollards and cement planters. After discussion, the Board directed staff to explore the option of installing a center railing at the entrance which would provide more functional support to those who need it and would provide a barrier.

PAYROLL PROCESSING AND HR SERVICES RFP UPDATE:

Jennifer Cuellar and Jean Ripa were present to discuss their recommendation to the Board on the payroll and HR data services RFP. This recommendation is consistent with the Board's direction to have county departments find ways to become more efficient with limited resources. After evaluating the responses, Jennifer and Jean would recommend ADP. After discussion, *Commissioner Heimuller moved and*

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Commissioner Fisher seconded to award the contract for time management/payroll and HR data services to ADP and directed staff to prepare the contract for Board action. The motion carried unanimously.

FY13 BUDGET DISCUSSION:

Jennifer met with the Board to discuss the budget and seek guidance from the Board for actions to take in order to achieve a balanced budget for the general fund.

There was no Executive Session held.

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

Dated at St. Helens, Oregon this 11th 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

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By: _____

Jan Greenhalgh