

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR COLUMBIA COUNTY, OREGON

STAFF MEETING MINUTES

December 5, 2012

The Columbia County Board of Commissioners met in scheduled session with Commissioner Earl Fisher and Commissioner Henry Heimuller. Others present were Sarah Hanson, Robin McIntyre, Cynthia Zemaitis, Dave Hill, Jennifer Cuellar, Jean Ripa, Lonny Welter and Janelle St. Pierre. Commissioner Hyde was not present.

Commissioner Fisher called the meeting to order.

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

The Board immediately recessed the regular session to go into Executive Session as allowed under ORS 192.660(2)(h). Upon coming out of Executive Session, no action was taken by the Board.

**VIDEO TOUR AGREEMENT:**

Sarah Hanson presented information to the Board on a Video Tour Agreement with CGI and addressed some of the legal issues related to the agreement. Jean Ripa had done some research on this company and has identified some technical issues with the proposed website posting that would need to be addressed. Commissioner Heimuller would like to review the information collected to date and revisit the matter at a later date. Sarah will get that information to the Board for review.

**2012 FORECLOSED PROPERTIES:**

This matter was held over one week.

### **REVIEW ARRANGEMENTS FOR EMPLOYEE SERVICE AWARDS/LUNCHEON:**

Jean Ripa reviewed the arrangements for the annual Service Recognition Ceremony and Holiday Lunch with the Board. She suggested that the Board meet with the students that are providing the catering services. The Board agreed and will plan to meet with them at around 1:30 that day.

### **UPDATE ON COUNTY WEBSITE:**

Jean Ripa updated the Board on the new website host that IT will be using in the near future. She noted that it will be a project to transfer the sites and there will be some short term down time, but the newer site has better policies regarding heavy traffic responses. Commissioner Heimuller asked for some information about whether we can have a counter on our website to track usage. Jean will check into that and get an answer back to the Board.

### **SURVEYOR'S DEPARTMENTAL STRUCTURE:**

Jean Ripa and Nathan Woodward were present to discuss the Surveyor's department and whether or not it would make sense to reorganize it under another department. Some discussion was held on the pros and cons, with no decisions being made at this time.

### **SURVEYOR'S JOB DESCRIPTION**

Regarding the Surveyor's Office, Jean asked if the Board was ready to make a decision regarding the appointment of a County Surveyor. The Board affirmed their support of Nathan and their belief that he is the best candidate for the County Surveyor position and directed Jean to submit the appropriate language to Jan for the first Board meeting in January.

### **WOODSON SEPTIC TANK REMOVAL BILLING:**

Jennifer Cuellar were present for discussion on the billing for the Woodson septic tank removal. It appears that there isn't a clear understanding on this billing because the project cost is part of the match for a FEMA project being paid for through the Unmet Needs Committee fund. There are funds remaining in the original donation portion of the Unmet Needs fund that exceed the amount of this bill. The Board asked Jennifer to send a letter, along with a copy of the reimbursement documentation, to the Unmet Needs Committee requesting that they consider payment of this bill from those funds. The Board office will notify Dan Brown that this letter is coming.

**SCAPPOOSE BAY WATERSHED COUNCIL UPDATE:**

Lonny Welter and Janelle St. Pierre, representing the Scappoose Bay Watershed Council, came before the Board to present a Power Point presentation on the past years activities and watershed enhancement projects. One topic of discussion was the building permit fee rate for bridges being based on the overall cost of the project and the difficulty of determining that cost in advance, for grant support. Also discussed was the Oregon Watershed Enhancement Board's (OWEB's) "idea" for changing things by combining the Scappoose Bay Watershed with the five other Portland area watershed councils. Everyone acknowledged that change is inevitable, but combining with the metro area watershed councils would not be good. If consolidation must happen, then combining with the Lower Columbia River Watershed Council would be a better solution. After discussion, the Board expressed their support of the Scappoose Bay Watershed Council, with a letter to OWEB if and when that becomes necessary.

There was no Executive Session held.

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

Dated at St. Helens, Oregon this 5<sup>th</sup> day of December, 2012.

BOARD OF COUNTY COMMISSIONERS  
FOR COLUMBIA COUNTY, OREGON

By: \_\_\_\_\_ Not Present \_\_\_\_\_

\_\_\_\_\_

Anthony Hyde, Chair

By: \_\_\_\_\_

\_\_\_\_\_

Earl Fisher, Commissioner

By: \_\_\_\_\_

\_\_\_\_\_

Henry Heimuller, Commissioner

By: \_\_\_\_\_

Jan Greenhalgh,

Board Office Administrator