

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

STAFF MEETING MINUTES

February 13, 2013

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

Others present were Sarah Hanson, Robin McIntyre, Dave Hill, Lonny Welter, Renate Garrison, Jennifer Cuellar, Todd Dugdale, Janet Wright. Also present: Erin Miller and J. D. Fuiten, President and owner of Metro West Ambulance.

Commissioner Heimuller called the meeting to order.

UPDATE ON DEER POINTE MEADOWS MHP:

Dave Hill and Lonny Welter were present to address Don Campbell's driveway access. Don had requested another reconsideration of the requirement that he pave his driveway as a condition of him replacing his home on this property that accesses onto Homeaway Road. Lonny inspected the access again with Mr. Campbell and took the pictures now before the Board. Homeaway Road along the frontage of Mr. Campbell's property has deteriorated more since the last inspection several months ago. The road had been paved years ago, however, the road along his frontage is nearly all gravel. There has recently been a trench cut for power to Mr. Campbell's house and construction of his house has also required larger trucks. Mr. Campbell blames the school buses for the deterioration. Homeaway Road beyond Mr. Campbell's property is in much better condition and is paved.

Mr. Campbell calls and comes to the Road Department counter on a very frequent basis and consumes a great amount of County staff time. The circumstances regarding the issue of whether or not to require paving of the access approach are rare. Most private roads are not paved and most private roads do not have this amount and type of traffic.

It is rare to have a section of road in near gravel condition with a better condition a asphalt beyond. The situation of easements rights and documentation of the

easements in this case is uncertain. There is a very high likelihood that this section of Homeaway Road will not be re-paved in the foreseeable future and therefore there is no sense in requiring the approach to be paved if Homeaway Road is not paved. If future improvements are made to Mr. Campbell's property that require a building permit, the access approach requirements can be reviewed at that time.

After hearing the report from Dave, the Board would agree that Homeaway Road (where Mr. Campbell's driveway accesses it) should be classified as "gravel" and therefore paving of the approach is not required since the driveway approach is onto a gravel roadway. No action by the Board is necessary since this is an interpretation of the Road Standards by the Public Works Director.

CCDA JOB DESCRIPTION:

Sarah Hanson met with the Board to discuss the need to prepare a job description for a .5 FTE employee for the Columbia County Development Agency, to be funded out of the tax increment. The Board asked Sarah to work with Jean Ripa to develop the job description as soon as possible and bring it back before the Board for review.

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.

EOC PROJECT TIMELINE:

Renate Garrison, Emergency Management Director, updated the Board on the current status of the EOC grant project. The State did not grant our extension but instead sent it to FEMA for approval, as they have the authority to extend the grant past the period of the State's contract with FEMA. The Board expressed their complete support for this project and want it to move forward, even though the extension has not yet been granted.

The Board also directed Renate to work with Jennifer to get an updated budget to the

Board so they can review it and look at the possibility of more funding from the County's end.

Jean Ripa reported that there was no funding for IT related issues (computer network or telephone) in the grant. She said that it was highly likely that the County would have to fund \$30,000-\$40,000 to purchase and install those items. She further reported that these items would not qualify for the use of a loan that was potentially available. She explained that the group working on the new EOC facility had met and recognized that they needed the Board's explicit approval to proceed knowing that there is a high risk of the General Fund being obligated to fund these purchase. Jean also noted that there is no funding in the grant for a building generator. Commissioner Hyde felt that the generator could be purchased through the UASI grant funds.

Jean also asked the Board whether or not they wanted the new EOC connected technologically to the Courthouses and other county facilities. She said the cost of this would be approximately \$4,000 to \$5,000 per year and she knew that no operational budget for the new facility has been identified. She told the Board that this decision needed to be made before IT started planning the new installation, as it would make a difference in the design. After discussion, the Board directed Jean to design the EOC IT installation as a separate facility, not connected to other county facilities.

COUNTY BUDGET/HEARING SCHEDULE:

Jennifer Cuellar, Finance Director, reviewed proposed dates/times for the upcoming FY 2013/14 County budget meetings. After discussion, the following schedule was set: 1st Budget meeting, Tuesday, 4/30/13, 9:00 am; 2nd Budget meeting, Tuesday, 5/21/13, 10 am; 1st Budget Hearing, Thursday, 6/13/13 at 5:00 pm in Rainier; 2nd Budget Hearing, Wednesday, 6/19/13 at 5:00 p.m. St. Helens Courthouse. Jennifer will so inform the full Budget Committee and get noticed in the papers as required.

METRO WEST CONTRACT:

The Board met with J.D. Fuiten and Erin Miller of Metro West Ambulance to discuss the numerous contract issues associated with the contract between Metro West and Columbia County for transit operation services. The Board informed Mr. Fuiten that the County would not be approving a one year extension to their contract, but has instead elected to issue a Request for Proposals for transit services after June 30, 2013.

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

Dated at St. Helens, Oregon this 13th day of February, 2013.

BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

By: _____

Henry Heimuller, Chair

By: _____

Anthony Hyde, Commissioner

By: _____

Earl Fisher, Commissioner

By: _____

Jan Greenhalgh,
Board Office Administrator