

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

STAFF MEETING MINUTES

June 12, 2013

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

Commissioner Heimuller called the meeting to order.

ROAD DEPARTMENT "ROAD SHOW":

Dave Hill, Public Works Director, presented the Board with a power point presentation that was shown at a recent Kiwanis meeting. The information contained relates to the work performed by the Road Department, projects completed and those in the planning state, maintenance strategies and their different sources revenues and expenses. This information can be shared with other agencies/groups as needed.

COUNTY COUNSEL OFFICE STAFFING:

Sarah Hanson met with the Board to discuss her request to create and fill the position of Legal Assistant. The Board reviewed the personnel cost form and job description. After some discussion, *Commissioner Hyde moved and Commissioner Fisher seconded to eliminate the position of paralegal/natural resources administrator, effective July 1, 2013; approve the creation of the position of Legal Assistant and assign to non-exempt salary range 24; and to authorize County Counsel to fill the .9 position of Legal Assistant. The motion carried unanimously.*

EXECUTIVE SESSION UNDER ORS 192.660(2)(f) - Exempt Records:

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

Board.

FEMA TRAILERS:

Sarah met with the Board to discuss the FEMA trailers currently located on the Ernie Smith property. She was able to determine that residential use is very limited. They can be used for office space. Community Action Team has confirmed that they do not have use for them. Commissioner Hyde reported that there may be some contractors interest in purchasing the trailers for office space. After some discussion, *Commissioner Fisher moved and Commissioner Hyde seconded to direct staff to prepare an order declaring the trailers surplus. The motion carried unanimously.*

The Board will decide whether to sell the trailers in the County auction or separately at a later date.

CHELDELIN ROAD VACATION:

This item was pulled as no discussion necessary.

FIRST TRANSIT INTRODUCTIONS:

Janet Wright was present to introduce Don Swain, Michael Bozarth and Josh Foley, representatives of First Transit. First Transit is the newly selected transit operations contractor who will begin work on July 1, 2013. They provided the Board with a summary of their company and gave a brief background on themselves.

LETTER TO ODOT REQUESTING MATCH REDUCTION:

While present, Janet reviewed a draft letter to ODOT Public Transit, requesting a reduction in the 5311 match from 43.92% to 10.27% for the biennium for Administrative and Maintenance costs. The reason for this request to ODOT is to address the match issues due to the loss of Secure Rural Schools Funding. In the past, that funding allowed the County to provide additional funding for public transit. After discussion,

Commissioner Hyde moved and Commissioner Fisher seconded to approve the letter to ODOT as discussed and authorize the Chair to sign. The motion carried unanimously.

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

Dated at St. Helens, Oregon this 12th day of June, 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