

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

STAFF MEETING MINUTES

December 11, 2013

The Columbia County Board of Commissioners met in scheduled session with Commissioner Henry Heimuller and Commissioner Anthony Hyde. Commissioner Earl Fisher was not present.

Commissioner Heimuller called the meeting to order.

CCCCF FUNDING AND ADMINISTRATIVE EXPENSES:

Jan Kenna was present to address discussions held at the 7/3/13 Staff meeting regarding Commission on Children and Families funding and administrative expenses, particularly, central administrative charges (CAC). A suggestion was made by Commissioner Hyde to charge CCCCCF 12% of the administrative Continuity of Service revenue for 2013-2014. The revenue at that time was expected to be \$20,000.00 and the charge would have been \$2,400.00. Currently, the revenue is \$19,600.00 and Jan is working with Jennifer Cuellar to establish a clear budget for this fiscal year. Jan is requesting formal action by the Board for clarification. After discussion, ***Commissioner Hyde moved and Commissioner Heimuller seconded to set the CAC for the CCCCCF at the original 12% which was \$2,400.00. The motion carried.***

Commissioner Heimuller had previously instructed Jan Kenna to contact the existing CCCCCF members and see if they wanted to continue as CCCCCF Commission members. Jan reported that 14 of the 15 contacted eagerly agreed to continue. Jan is working with County Counsel on an ordinance to continue the CCCCCF Commission.

PLANNING COMMISSION APPOINTMENTS:

The Board considered the recommendation from the Planning staff for appointments to

the Planning Commission. The Board felt that both applicants should be interviewed prior to any appointments being made and directed Jan to schedule the interviews.

JANET WRIGHT - PERSONNEL ACTION:

Janet Wright came before the Board to discuss her salary to continue in her current position. With only two Commissioners present, this matter was carried over one week.

While present, Janet gave the Board an update on initiating a motor pool for county vehicles. She reviewed the costs associated with the program and indicated that some of the fair vehicles are already coming to the transit center for preventative maintenance services. The initial start up would include an assessment of the vehicles as they come in to ensure their safety and then set up a regular maintenance plan - the value vs. cost to repair and maintain will be determined and provide information as to whether a vehicle should continue to be used or retired. The Board accepted the information and indicated that initiating a motor pool is one that the County has been working toward for some time. This should move forward and become mandatory for all county vehicles.

AMATEUR RADIO OPERATIONS:

Renate Garrison came before the Board along with Al Pierce and Dave Morrisson to discuss amateur radio operations at the new EOC site. The cost and details are outlined in Change Order #12 - which authorizes the purchase and installation of the ham radio towers, install mast and external ham radio hookups. As part of this discussion, Commissioner Heimuller stated that he would follow up with C-Com to explore why long range communication is not possible at the 911 site. It may be a matter of interfering with their existing antennas. After further discussion, Change Order #12 was held over to allow Renate to provide some additional information.

CHANGE ORDERS #8 THRU #11 TO EOC FACILITY:

While present, Renate Garrison reviewed Change Orders #8 thru #11 and discussed the details of each. CO #8 - gate camera installation and wiring to generator; CO #9 - install A/C unit in server room; CO #10 - build and install cabinets in policy room; CO #11 - complete install and setup of security system and demonstrate for staff. After discussion, *Commissioner Hyde moved and Commissioner Heimuller seconded to approve Change Orders #8, 9, 10, 11 for the EOC facility project. The motion carried.*

ROAD DEPARTMENT PROJECTS FOR TITLE II FUNDING & ODOT GRANT FUNDS:

Tristan Wood met with the Board to discuss the upcoming application for Title II funds. The funds would be used to overlay 1.06 miles of Scappoose-Vernonia Hwy along with the construction of two vehicle pull outs - one at MP 8.75 and the other at MP 10.5. If funding allows, the Road Department would also pave the approach onto Scappoose-Vernonia Hwy at MP 8.4, which accesses BLM managed property.

The Road Department would additionally apply for funds from a possible ODOT program that would be added to the 2017-2018 STIP for an overlay project on Apiary Road from Fern Hill to Karr Road. This would be a grind and inlay of the north land with an overlay over the entire section.

After some discussion, Commissioner Hyde moved and Commissioner Heimuller seconded to approve both funding applications. The motion carried.

ROAD CLOSURES TO HEAVY HAULING:

While present, Tristan spoke with the Board about the closure of certain county roads to

heavy hauling and limiting the maximum weight to 10,000 lbs. This would be a weight limit on various roads around the county due to the thawing of the roads after the freezing temperatures experienced over the last week. After discussion on the need to save the county roads as best they can, ***Commissioner Hyde moved and Commissioner Heimuller seconded to approve Order No. 56-2013, "In the Matter of Closure of Certain County Roads to Heavy Hauling; Limiting Maximum Weight to 10,000 Pounds". The motion carried.***

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 December, 2013.

BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

By: _____

Henry Heimuller,

Chair

By: _____

Anthony

Hyde, Commissioner

By: _____ Not present

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Earl Fisher, Commissioner

By:_____

Jan Greenhalgh

Board Office Administrator