

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR COLUMBIA COUNTY, OREGON

STAFF MEETING MINUTES

February 5, 2014

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

Commissioner Hyde called the meeting to order.

**EXECUTIVE SESSION UNDER ORS 192.660(2)(I) PERFORMANCE EVALUATIONS:**

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

**CONVERSION TO CLOUD EMAIL SYSTEM:**

Jean Ripa, Human Resources Director, reviewed her memo to the Board regarding the conversion to a cloud based email system. Discussion was held on all the advantages and disadvantages outlined in her memo. *After discussion, Commissioner Fisher moved and Commissioner Heimuller seconded to approve the conversion of County email to the Gmail cloud based system. The motion carried unanimously.*

**EXECUTIVE SESSION UNDER ORS 192.660(2)(d) - BARGAINING:**

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

**FIRING RANGE AGREEMENT:**

Sarah Hanson met with the Board to discuss the Firing Range Agreement with USMS.

The USMS attorney will not approve the document with the Federal Tort Claims language that the Board has previously adopted. Sarah described the risk involved with modifying the language as requested by the USMS. The Board directed Sarah to prepare a final agreement to reflect the requested changes. Sarah indicated that the revised document would be on the consent agenda once completed.

#### **SAFE KIDS & ELC HUB:**

At the request of Jan Kenna, this matter was held over two weeks.

#### **FY15 TRANSIT FUNDING:**

Janet Wright, CC Rider Director, was present to discuss the possibility of using some economic development monies for the transit system. No action taken.

#### **PLANNING COMMISSION APPOINTMENT DISCUSSION:**

The Board discussed recent and potential appointments to the Planning Commission. Commissioner Fisher spoke with Guy Letourneau who is interested in continuing as a member on the Planning Commission. There is a call into Jeff VanNatta to also determine if he is or isn't interested in continuing. The Board will reconsider appointments at the end of February. No decisions made at this time.

#### **TRANSPORTATION & DISPOSAL CONTRACT - NOTICE OF INTENT TO AWARD:**

Todd Dugdale, LDS Director, updated the Board regarding questions that they had last week when the transportation and disposal bid results were presented. 1) as to the condition and remaining useful life of the compactor, Todd provided an appraisal by the manufacturer, SSI, Inc. SSI concluded that the compactor is in good condition and may be expected to perform well through 2024 with minor repairs and routine maintenance; and 2) Robin McIntyre, Assistant County Counsel reported that the County had necessary flexibility in any transportation and disposal contract to renegotiate with the contractor or redid the contract at such time the County decided to convert to top

loading and remove the compactor.

Based on this update and discussion, *Commissioner Heimuller moved and Commissioner Fisher seconded to approve the issuance of the Notice of Intent to Award the transportation and disposal contract to Republic Services, Inc. The motion carried unanimously.*

#### COURTHOUSE RESTRUCTURING:

While present, Todd Dugdale and Jean Ripa presented the office space use change concept plan to the Board.

Sue Hill, Courts Administrator provided comments concerning the possible jury room move and moving the mail room from the first to second floor. She expressed opposition to moving the jury room due to the need to keep jurors out of public areas, but was supportive of the mail room move provided the existing four public computer access workstations were accommodated in any reconfiguration of second floor space.

Jean and Todd presented the proposed IT and LDS office changes which would move the LDS inspectors/plan storage room to the vacated EOC offices and IT offices into the vacated LDS inspector area and the move of the Data Room on the second floor to the existing IT staff office on the first floor.

After discussion, *Commissioner Fisher moved and Commissioner Heimuller seconded to approve the IT/LDS office moves and directed staff to bring back a specific design and cost proposal for the Data Room and mail room move by summer. The motion carried unanimously.*

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

Dated at St. Helens, Oregon this 5<sup>th</sup> day of February, 2014.

BOARD OF COUNTY COMMISSIONERS  
FOR COLUMBIA COUNTY, OREGON

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

Anthony Hyde, Chair

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

Henry Heimuller,

\_\_\_\_\_  
Commissioner

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

Earl Fisher, Commissioner

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

Jan Greenhalgh  
Board Office Administrator