

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

STAFF MEETING MINUTES

April 2, 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.

RANDY SANDERS:

Randy Sanders was present to discuss his position with the county and it was decided to identify the position as "Community Relations Coordinator". After a lot of discussion on the many way to get information out to the public, *Commissioner Fisher moved and Commissioner Heimuller seconded to authorize Randy Sanders to develop a web site for community relations. The motion carried unanimously.*

AMANDA McFERON - FAIR BOARD EXPENDITURES:

Fair Board member Amanda McFeron was present to discuss their expenditures for the Fairgrounds Baseball Road. She went over the billings for the road improvements, totally \$24,991.40. She is requesting that these bills be paid with sequestered funds from the County. After discussion and review, *Commissioner Heimuller moved and Commissioner Fisher seconded to approve payment of the discussed expenditures out of the sequestered funds. The motion carried unanimously.*

TSP CITIZEN ADVISORY COMMITTEE:

Dave Hill and Lonny Welter came before the Board regarding the Transportation System Plan update. The Road Department has conducted its first meeting with ODOT and

their consultant, DKS, to discuss the update of the Columbia County Rural Transportation System Plan. Issues such as roles and responsibilities, scope of work, key milestones, review cycles and the overall two year schedule to accomplish the task were discussed. One of the County's responsibilities is to establish a Citizen Advisory Committee (CAC). Their task will be to periodically review the work/progress of the plan update and provide feedback to the staff and consultant. As the Road Department already has a Transportation Road Advisory Committee, Dave believes they could be sit as the CAC.

Lonny mentioned that the County also needs to identify "stakeholders" who have a transportation interest and who are available for a one time interview by the consultant. He presented a proposed list of suggested stakeholders but is still working to complete that list.

After discussion, *Commissioner Fisher moved and Commissioner Heimuller seconded to use the Transportation Road Advisory Committee as the Citizen Advisory Committee for the Transportation System Plan Update. The motion carried unanimously.*

VERIZON NETWORKFLEET PILOT PROGRAM:

Janet Wright presented information on the Verizon Networkfleet Pilot Program. Verizon has agreed to a 120 pilot program with CC Rider which will allow us to see how their tracking system works and whether it meets our needs. It works by placing a device on the buses that will track their whereabouts in real time. It also tracks fuel usage and speed as the vehicles are used. This pilot program is free and, if we agree that the devices work as promised, we will consider contracting for services. Janet is looking to see if an app can be created that will allow riders to see where the bus is. The Board supports this program and will add approval of the pilot program agreement on next weeks consent agenda.

REQUEST TO FILL TRANSIT COORDINATOR POSITION:

While present, Janet Wright submitted a job description for a Transit Program Coordinator and requested authorization to fill that position. It was noted that the

Staff Meeting

4/2/14

Page 3

Board cannot approve the job description as that must be done by the Civil Service Commission. However, for the sake of saving time, *Commissioner Heimuller moved and Commissioner Fisher seconded to authorize Janet Wright to move forward with filling the Transit Program Coordinator position, starting July 1, 2014. The motion carried unanimously.*

EXECUTIVE SESSION UNDER ORS 192.660(2)(h) - Litigation:

The Board 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.

EXECUTIVE SESSION UNDER ORS 192.660(2)(d) - Bargaining:

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

GMAIL CONVERSION:

Jean Ripa addressed the upcoming conversion from Groupwise to Gmail. She is planning to have a group of early adopters to see how it's going to work and is suggesting that the Board office be a part of that early conversion. The Board expressed their agreement. Jean will work with Jan on some details.

RETIREMENT PRESENTATIONS:

This item will be rescheduled to another date.

DISCUSSION WITH RANDY SANDERS:

The Board held general discussion with Randy Sanders on the various ways to get information to the newspapers and the public in a timely manner.

REGIONAL DISASTER PREPAREDNESS ORGANIZATION - ADMIN COSTS:

Commissioner Hyde addressed the administration of the Regional Disaster Preparedness Organization and the counties that will share in the cost. He would recommend that Columbia County also share in that. After discussion, *Commissioner Heimuller moved and Commissioner Fisher seconded that Columbia County share in the RDPO administrative costs, amount based on population. The motion carried unanimously.*

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

Dated at St. Helens, Oregon this 2nd day of April, 2014.

BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

By: _____

Anthony Hyde, Chair

By: _____

Henry Heimuller,

Commissioner

Staff Meeting

4/2/14

Page 5

By: _____

Earl Fisher, Commissioner

By: _____

Jan Greenhalgh

Board Office Administrator