

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR COLUMBIA COUNTY, OREGON

STAFF MEETING MINUTES

July 8, 2015

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.

**PUBLIC CONTRACTING ORDINANCE:**

Sarah Hanson, County Counsel, met with the Board to discuss the public contracting ordinance. The Board addressed some proposed language regarding a buy local program. They discussed whether to place a buy local provision in the Ordinance or to put it in a separate policy. The Board directed Sarah Hanson to include her drafted language in a policy which will also include a requirement to let the Board know, in advance, of purchases over \$25,000. The Board also directed Sarah to keep the current delegation amount for the Finance Director in the new ordinance. Sarah will make the final changes and place the Ordinance on the Board's agenda in the next couple of weeks. A draft policy should be ready in the next couple of weeks as well.

**PUBLIC HEALTH CONTRACTS:**

Sarah Hanson and Jennifer Cuellar provided a status update on the two Public Health Contracts. Sarah is working with Sherrie Ford to set up meetings with the State to address the County's concerns regarding these two contracts. Jennifer will also be involved in those discussions given the financial implications of the proposed new environmental services contract. The Board discussed requesting extensions to the existing contracts and options for continuing public health services. Sarah will update

the Board on the status of negotiations.

#### **MAINTENANCE STAFFING PROPOSAL:**

Casey Garrett and Jennifer Cuellar were present for discussion. As follow up to last weeks meeting, discussion was held on the proposal to hire a new staff member in maintenance which would be paid for by savings in HVAC & other existing contracts. Jennifer pointed out that in fund accounting environment, because a good portion of savings that would pay for position are recouped in other funds, moving forward on the proposal would mean the general fund would have net higher expense in FY16. An interim way to move forward was proposed: hire a temporary staff person through Cardinal. This would provide additional labor for maintenance starting in the near term and would defer making a commitment to hire a permanent staffer until it can be better analyzed as part of the entire budget (and admin alloc recoup levels) in next year's budget cycle.

Casey provided a general summary of recent service cost savings measures and program changes to Facilities Services. He included photographs of facilities issues throughout the county that are a result of deferred maintenance.

After discussion, *Commissioner Hyde moved and Commissioner Fisher seconded to authorize Casey Garrett to hire a temporary full time position for Facilities Services through Cardinal. The motion carried unanimously.*

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

The Board 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.

#### **REQUEST FOR "NO PARKING" SIGNS:**

Tristan Wood, Road Department, came before the Board to present a proposal to install No Parking signs on Scappoose-Vernonia Hwy and Cater Road per Ordinance 89-4. This Ordinance gives the Board authority to designate the location of "No Parking" along public and county roads. The request was made to install signs around the Cater Road and Scappoose Vernonia Hwy crossing of CZ Trail. With the improvements to the area for the flashing beacon trail crossing created a large enough location for trail users to park vehicles to access the trail. With the improvements of the Chapman parking area, less than 1 mile up from Cater Road, trail users have an adequate location to park and utilize the trail. After discussion, ***Commissioner Fisher moved and Commissioner Heimuller seconded to direct staff to prepare an Order for No Parking Signs Scappoose Vernonia Hwy & Cater Road for consideration at a later date. The motion carried unanimously.***

#### **PORTLAND TO ASTORIA TRANSIT SERVICES:**

Michael Ray, Janet Wright and Robin McIntyre were present for discussion concerning the implementation of Columbia County Rider schedule changes for Line 1 – Downtown Portland, Line 4 – Clatskanie, Line 5 – Kelso; and the implementation of new service on Line 7 – Lower Columbia Connector. Michael and Janet brought the Board up-to-speed on where the Transit Division has been concerning service changes and where the division is going. Michael introduced pertinent information including for Board review:

- Intergovernmental Agreement with Sunset Empire Transit District- CC Rider's partner in the provision of new service between Portland Union Station and Astoria Transit Center;
- Proposed schedule changes to the three existing lines and the new line 7, which

now include seven day a week service;

- Draft resolution to be approved by the Board at their July 29th meeting;
- Copy of the draft Line 7 schedule and brochure;
- Draft of new routing into Portland Union Station and between Union Station and SW Salmon St and SW 6th Avenue;
- Summary of public outreach efforts; and
- Discussion of proposed start up.

The Board received the information enthusiastically and were impressed with the amount of work done to get the new service implemented.

Janet then discussed a recommendation from the Columbia County Citizens Transit Advisory Committee concerning the creation of either a Transit Service District, or a Transit Special District. The Board supports the Transit system and agreed to work towards getting one of the district types in the next mid-term election cycle.

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

Dated at St. Helens, Oregon this 8<sup>th</sup> day of July, 2015.

BOARD OF COUNTY COMMISSIONERS  
FOR COLUMBIA COUNTY, OREGON

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

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Henry Heimuller, Chair

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

\_\_\_\_\_ Anthony Hyde,

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Commissioner

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

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Earl Fisher, Commissioner

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

Jan Greenhalgh

Board Office Administrator