

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR COLUMBIA COUNTY, OREGON

STAFF MEETING MINUTES

June 1, 2016

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.

**SHERIFF DICKERSON MONTHLY REPORT:**

Sheriff Dickerson came before the Board to present his monthly report on the Sheriff's Office/Jail.

- At this point, there is still no contract with the City of Clatskanie for law enforcement services inside the city limits.
- Discussion held on mental health issues in the Jail and the needs in regard to mental health issues in the greater criminal justice setting.
- Discussion also held on the law enforcement issues at Dibblee Beach County Park.

**MTR WESTERN CONTRACT NEGOTIATIONS:**

Janet Wright, CC Rider, was present to update the Board on the negotiations with MTR Western for transit services. She is still in the process of negotiations and waiting for MTR to get any questions or issues back to her.

**PUBLIC HEALTH UPDATE:**

Sherrie Ford, Public Health Foundation, was not present but submitted some information to the Board regarding her family leave, scheduled for 6/30/16 and that Erika Owen-McCann has been appointed as the designee while Sherrie is on leave. Erin's contact information was also provided.

#### **UPDATE ON DA AND COUNTY COUNSEL OFFICE SPACE:**

Casey Garrett, Sarah Hanson, Todd Dugdale, Dawn Hunt and DA staff met with the Board to discuss office space improvements in anticipation of the DA's move into the existing County Counsel space on the 3rd Floor in the Annex. The group discussed a phased plan that would begin with some minor modification to the existing Counsel space, then potentially later expand District Attorney space to include room for Victim's Assistance and small, shared meeting/conference room space. There was consensus by the Board to have staff move forward on creating detailed budgets and schedules on the plans and phases of work that were presented.

#### **COUNTY PROPERTY UPDATE:**

Steve and Shannon Planchon, Planchon Consulting, stated that, with the help of County staff, they have concluded its review and categorization of county tax foreclosure properties. 132 properties were reviewed and categorized, with 64 of those properties recommended for a Sheriff's sale on Wednesday, 8/10/16. The Board was provided with the recommended list of Sheriff sale properties, along with suggested guidelines for the sale. The Board requested that the Fischer parcel (Account No. 13235) be re-categorized as "County Retention" and that the Colvin Road parcel (Account No. 27396) be re-categorized as "Sheriff Sale Deferred" while it is given further consideration for retention as County natural area and forest.

Regarding the sale guidelines, the Board asked that the minimum bid for average properties be increased from 60% to 75% of the Assessor's real market value. Otherwise, the Sheriff sale briefing packet appeared to be acceptable to the Board.

#### **NEW POSITIONS FOR FY 2016-17:**

Jean Ripa referenced the lengthy memo she had sent over for the Commissioners

packets on the creation and filling of a number of new positions that were budgeted for the coming year. She noted that the Board had that morning approved four new positions in Land Development Services. She reviewed the remaining four new positions. The Board agreed to allow all to be recruited and filled except for the one new position of IT Manager. This budgeted position was set aside for further discussion. The Board directed Jean Ripa to place all the other approval motions on the 6/8 Consent Agenda.

### **RISK MANAGEMENT COMMITTEE - ANNUAL INSURANCE REVIEW:**

Those present for discussion were Sarah Hanson, Jennifer Cuellar, Todd Dugdale, Dawn Hunt and Brown & Brown representative Tim Clarke. A summary of the FY17 insurance renewal proposal was presented to the Board.

Mr. Clarke reviewed the renewal data, focusing on the page comparing FY16 and FY17 rates by category. Rates are up for general liability insurance by almost 12%. Some reasons for that is about half due to CIS-wide general increase and the rest due to our experience, increases in content value and changes with operations, higher jail beds next year, for example.

Workers Compensation rates are also higher due to a handful of categories going up and our experience mod moving from .70 to .75 for FY17. While it is an upward trend, having a mod rate below 1.0 is better than the average for jurisdictions covered under CIS.

The Board asked for data on increasing deductibles and how that would impact the premiums. It was noted that the risk management committee did run those numbers and the savings didn't seem worth making the change. This information will be forwarded to the Board so that they can see if they agree with leaving coverage levels as they are in the renewal quote.

The Board also asked about whether higher cyber coverage was considered. The Risk

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Management Committee did not look into adding any coverage this cycle given the increases the county was already facing. Mr. Clarke noted that in the proposal, there is a note saying that moving from 250k to 500k is \$280. He also explained that pursuing this option might require a more extensive application and the underwriter might not agree to cover it. The Board asked the Risk Management Committee to move forward with that addition and work with Brown and Brown on it.

The insurance renewal agreement paperwork will be put on next weeks consent agenda for approval. If there are any further changes caused by adjustments to the deductible levels, that updated paperwork would be approved at a meeting prior to June 30, 2016.

There was no Executive Session held.

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

Dated at St. Helens, Oregon this 1<sup>st</sup> day of June, 2016.

BOARD OF COUNTY COMMISSIONERS  
FOR COLUMBIA COUNTY, OREGON

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

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Anthony Hyde, Chair

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

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Henry Heimuller, Commissioner

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

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Earl Fisher, Commissioner

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

Jan Greenhalgh

Board Office Administrator