

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

STAFF MEETING MINUTES

November 9, 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.

BOC OFFICE SPECIALIST POSITION:

Jan Greenhalgh came before the Board to request approval to move forward with filling the Office Specialist position in the Board Office. After some discussion, ***Commissioner Heimuller moved and Commissioner Hyde seconded to direct Jean Ripa to move forward with advertising for the Board Office Specialist position. The motion carried.***

CITY OF ST. HELENS URBAN RENEWAL PLAN:

Jennifer Cuellar has been asked to sit on the City of St Helens Urban Renewal Advisory Committee. After discussion, the Board asked that Jennifer participate on behalf of the County. They'd also like to be updated throughout the process.

INMATE PHONE RFP:

Sheriff Dickerson, Captain Weaver and Lt. McDowall met with the Board to request approval of the Notice of Intent to award the contract for the Jail Inmate Phone contract to Securus. This company was the best out of 4 proposals received. After discussion, ***Commissioner Fisher moved and Commissioner Heimuller seconded to approve the Notice of Intent to award the contract. The motion carried unanimously,***

ORDINANCE NO. 2016-5:

Sarah Hanson, County Counsel, met with the Board to discuss a draft Ordinance to address a process for exclusion of people from County property. On occasion a County Department has a member of the public who repeatedly violates rules or laws on county property. In those cases, it is sometimes advisable to issue an order excluding the person for a period of time, not to exceed 6 months. This could also be applied for disorderly, threatening behavior, or destruction of county property. Sarah explained that best practice requires that the County adopt a procedure to ensure that peoples' due process rights are not violated upon exclusion from County property. While it is very rare that people need to be excluded, it is a good idea to be prepared with the procedure. Sarah reviewed the proposed procedure, including the right to a notice, opportunity to request a hearing, and appeal rights. The Board discussed who would act as the hearings officer. The Board determined that does not need to be decided in the Ordinance because the hearings officer might change depending on the particular situation. The hearings officer should be a person who is not involved with the decision to exclude. Commissioner Heimuller asked if the exclusion ordinance can address

email communications. Sarah indicated that she would research whether email should be included. The Board directed Sarah to put the Ordinance on an agenda for first reading sometime in the near future.

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 the Board discussed a draft letter written to Northwest Natural Gas. Sarah Hanson mentioned that the draft contains some typos. After discussion, ***Commissioner Fisher moved and Commissioner Heimuller seconded to approve the letter to Northwest Natural Gas subject to the typographical errors being corrected as discussed. The motion carried unanimously.***

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

Dated at St. Helens, Oregon this 9th day of November, 2016.

BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

By: _____
Anthony Hyde, Chair

By: _____
Henry Heimuller, Commissioner

By: _____
Jan Greenhalgh
Board Office Administrator

By: _____
Earl Fisher, Commissioner