

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

STAFF MEETING MINUTES

February 1, 2017

The Columbia County Board of Commissioners met in scheduled session with Commissioner Henry Heimuller, Commissioner Margaret Magruder and Commissioner Alex Tardif.

Commissioner Heimuller called the meeting to order.

BOARD DISCUSSION ITEMS:

- ***Commissioner Tardif moved and Commissioner Magruder seconded to approve the expenditure for a plaque and award of \$500 to the Oregon Equestrian Trails, Columbia County Chapter, in thanks and appreciation for all of their work on improving county parks. The motion carried unanimously.***

COUNTY SURVEYOR:

Nathan Woodward, County Surveyor, was present for discussion about reducing the Post-Monument Subdivision deposit amount for the South Fork Subdivision in Scappoose. After some explanation and discussion, the Board would suggest that the owner submit a formal written request before they take any action on the matter.

ST. HELENS URBAN RENEWAL:

Chuck Daughtry, Columbia County Economic Team Director, was present to discuss the City of St. Helen's Urban Renewal process. As clarification on ORS 547.085, overlapping taxing districts are to be consulted and any issues addressed, but it is correct that the jurisdiction in question then can implement the urban renewal area. Chuck will be attending the February 7th meeting at the city, as well as Commissioner Heimuller and Jennifer Cuellar. Commissioner Heimuller mentioned that Casey Garrett may have a list of potential projects. Jennifer will follow up with him so she can have a project list at that meeting. Chuck suggested that he and Jennifer speak to the St. Helens City Manager to talk more about the Urban Renewal process and plans.

EXTENDED ENTERPRISE ZONE BENEFITS FOR CASCADES TISSUE:

While present, Chuck Daughtry, CCET, discussed the Extended Enterprise Zone Agreement for Cascades Tissue. This has already been approved by the other sponsors of this Enterprise Zone. The resolution to approve is in the process with the City of St. Helens and a meeting to discuss this again will take place on 2/8. Chuck noted that there is additional upcoming Enterprise Zone activity and applications are on the horizon. Discussion was held on the trade offs and pros/cons of Enterprise Zones. Commissioner Heimuller suggested that Chuck attend the Board's staff meetings on a monthly basis to keep the Commissioners up to date on the economic development activities in the county and the impacts of entering into Enterprise Zone agreements.

MATT GRAVES - REVIEW OF AUDIT PROCESS:

This matter was pulled and held over.

ROAD DEPARTMENT PROJECTS:

Tristan Wood, Engineering Project Coordinator, Robin McIntyre County Counsel, and David Hill Public Works Director met to discuss Dart Creek Culvert Replacement, Gable Rd Sidewalk Improvements, Scappoose-Vernonia Hwy MP 4.0 Slide Repair, and the Kilgore Logging Settlement Agreement.

◆ **Dart Creek Culvert Replacement:**

Tristan addressed the replacement of the culvert on Robinette Rd and Dart Creek near the intersection of Pittsburg Rd. The project is to replace a 6-foot culvert with a 32-foot arch pipe for the purpose of improving fish passage. This project is funded by OWEB-Oregon Watershed Enhancement Board and ODFW-Oregon Department of Fish and Wildlife for riparian enhancement. Discussion was made on the need for approval for closure of the roadway due to the high costs to maintain a detour road through the construction site.

With that, Commissioner Magruder moved and Commissioner Tardif seconded to approve the closure of Robinette Rd at the Dart Creek crossing for the culvert replacement. The motion carried unanimously.

◆ **Gable Road Sidewalk and Bike Lane Improvements:**

Tristan then addressed the improvement project for the Gable Road sidewalk and bike lane improvements and the future agreements expected to be coming through. This will be a pilot project with ODOT where a Fund Exchange agreement will take place in that the County will exchange federal dollars for State funding. By exchanging these funds, it will allow the County more control over the project and allow a more refined and condensed construction timeline. There will be an agreement with the City of St. Helens dealing with the coordination and construction of the improvements and an agreement with ODOT on the Fund exchange. Discussion only and no action needed at this time.

◆ **Scappoose-Vernonia Hwy MP 4.0 Slide Repair:**

Tristan then discussed the Federal Highway Administration funding awarded to the county to make repairs to the Scappoose Vernonia side area at MP 4.0. This is an approved disaster site from the 2015 winter storm and flooding events. Improvements include additional slide material removal, resurface roadway, and guardrail installation. The agreement was presented to the Board for approval. With that, ***Commissioner Magruder moved and Commissioner Tardif seconded to approve the Local Agency Agreement #31445 - Emergency Relief Program with the Oregon Department of Transportation for the Scappoose-Vernonia Highway Slide Repair. The motion carried unanimously.***

- ◆ **Settlement Agreement with Kilgore Logging:**
Lastly, Tristan reviewed the settlement agreement with Willard Kilgore Logging of Longview Washington. This agreement is to pay the amount of \$2,007.00 dollars for failure to secure a Transportation Hauling Permit to use Lentz Rd, remove remaining trees from the property leaning into the roadway, and secure a permit from the Columbia County Road Department for the logging operation and use of Lentz Road.

After discussion, Commissioner Tardif moved and Commissioner Magruder seconded to authorize the Chair to sign the Settlement Agreement with Willard Kilgore. The motion carried unanimously.

TRANSIT COORDINATOR INTERVIEW PROCESS:

Michael Ray, CC Rider Director, briefed the Board on the interview process for the Transit Coordinator position. There are 5 applicants, all with similar levels of experience. However, one applicant has much more direct transit related experience over the other four. Michael has scheduled 3 interviews for Tuesday, 2/14/17 and the other two for Thursday, 2/16/17. The interview panel consists of Commissioner Heimuller, Michael, Genell Grow, CCCTAC Chair, and Robyn Bassett, Public Works Director for the City of Scappoose. Interviews will be conducted at the Transit Center.

Commissioner Heimuller indicated that he would like a second round of interviews to be conducted for the top two or three candidates and wants the full Board to participate in that round. The date was set for the second round of interviews on 2/21/17 at 9:30 am with the full Board.

There was no Executive Session held.

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

Dated at St. Helens, Oregon this 1st day of February, 2017.

BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

By: _____
Henry Heimuller, Chair

By: _____
Margaret Magruder, Commissioner

By: _____
Jan Greenhalgh
Board Office Administrator

By: _____
Alex Tardif, Commissioner