

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR COLUMBIA COUNTY, OREGON

STAFF MEETING MINUTES

October 25, 2017

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

**PUBLIC WORKS RECRUITMENT:**

This matter was held under Executive Session ORS 192.660(2)(a).

**EMPLOYEE NOTIFICATION SYSTEM:**

Jean Ripa reported on the recent test of the Everbridge notification system. The system is powerful and easy to use. Most employees confirmed receipt of the notification. Those who didn't were primarily located in the Sheriff's Office and Road Department. Karen Kane reminded the Board that there was a policy on communication of facilities closures, both to employees and the public. After discussion, the Board directed Jean to arrange, with Steve Pegram, for a training session for them to learn to use the system at an upcoming Board meeting.

**EXECUTIVE SESSIONS UNDER ORS 192.660(2)(a)(d)(f):**

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

**EXECUTIVE SESSIONS UNDER ORS 192.660(2)(h):**

The Board immediately recessed the regular session to go back into Executive Session as allowed under ORS 192.660(2)(h). Upon coming out of Executive Session, ***Commissioner Magruder moved and Commissioner Tardif seconded to approve the Agreement between Columbia County and the Oregon Humane Society, In the Matter of Jane Baum v. Columbia County et al, USDC Case 3:16-CV-0597-MO and authorize the Chair to sign. The motion carried unanimously.***

**ANNUAL REVIEW OF COUNTY INVESTMENT POLICY:**

Jennifer Cuellar, Finance Director, was present for the annual review of the County Investment Policy, which was provided to the Board. The Board agreed no changes were needed. Jennifer also advised that interest rate yields on treasuries and bonds were now more competitive relative staying in the LGIP pool with the added benefit of pushing out our effective duration closer to our target levels. This week a trade is being executed to move the last \$2M of the \$5M investment funds into treasuries (\$1 million par) and Federal Home Loan agency bond (\$1 million par).

### **ELECTION EQUIPMENT:**

Betty Huser, County Clerk, came before the Board to discuss the situation with the Election equipment. When Betty purchased the new equipment, the company sent her a better quality/higher priced model, because the one she ordered wasn't yet approved for use. She paid the lower price and the company now wants payment for the difference in cost. The Board directed Betty to contact the company and negotiate a lower price and report back to the Board.

### **NEW EOC EMPLOYEE:**

Steve Pegram has hired a new employee and gave the Board a brief history on his background in training and experience. He will be introducing him to the Board on November 13, 2017.

### **CERT PACKS:**

Steve Pegram responded to questions from Commissioner Heimuller regarding the CERT Packs. Commissioner Heimuller shared some concerns expressed by Holly Haebe about the funding. Steve explained the process for re-allocating the money and confirmed that he had spoken with both Chief Moss and Holly Haebe on this, so they were aware of what was going on. Commissioner Heimuller stated that it is? (I checked my records this morning and Holly confirmed support of re-allocating the funds on 04 Aug). No action required.

### **AMBULANCE SERVICE ADVISORY COMMITTEE:**

Commissioner Heimuller questioned Steve on the ASA Advisory Committee because he's heard that this committee is no longer meeting, terms have expired and there is no reporting being received by ambulance services, which is a requirement. This is very concerning as the County is responsible for these reports and that is not happening. Steve explained that he dropped the ball on this and takes full responsibility. Commissioner Heimuller was very firm in telling Steve that this needs to be dealt with ASAP. Steve stated that he would begin work on this tomorrow.

### **RAINIER TRANSIT CENTER BIDS:**

Commissioner Heimuller shared information with the Board that the bids came in for the Rainier Transit Center way over budget. Instead of the expected \$500,000, bids came in around \$1 million.

### **AOC ANNUAL CONFERENCE:**

Discussion was held on the annual AOC conference coming up in November, specifically the product tasting event. Jan Greenhalgh will be getting product from Ye Ole Grog, and will be contacting Tom at Oregon Hill Farms for product. Jake the Sausage King will be there with his sausage. Commissioner Heimuller suggested getting ice cream and get the toppings from Oregon Hills. Jan will also be contacting Big River Bistro and/or Brown Butter Bakery for desserts. Jan will keep the Board

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10.25.17

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updated.

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

Dated at St. Helens, Oregon this 25<sup>th</sup> day of October, 2017.

BOARD OF COUNTY COMMISSIONERS  
FOR COLUMBIA COUNTY, OREGON

By: \_\_\_\_\_  
Henry Heimuller, Chair

By: \_\_\_\_\_  
Margaret Magruder, Commissioner

By: \_\_\_\_\_  
Alex Tardif, Commissioner

By: \_\_\_\_\_  
Jan Greenhalgh  
Board Office Administrator